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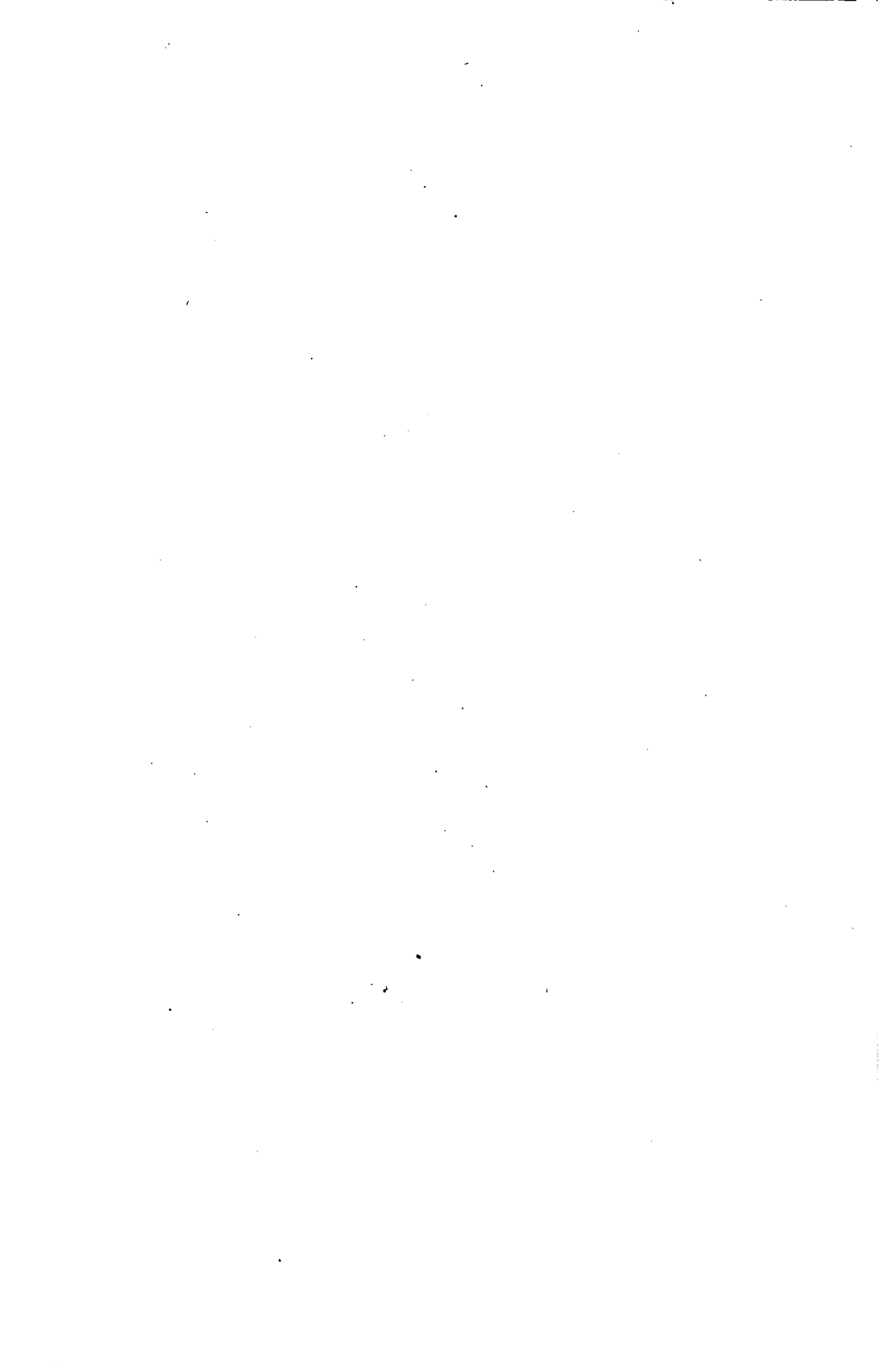
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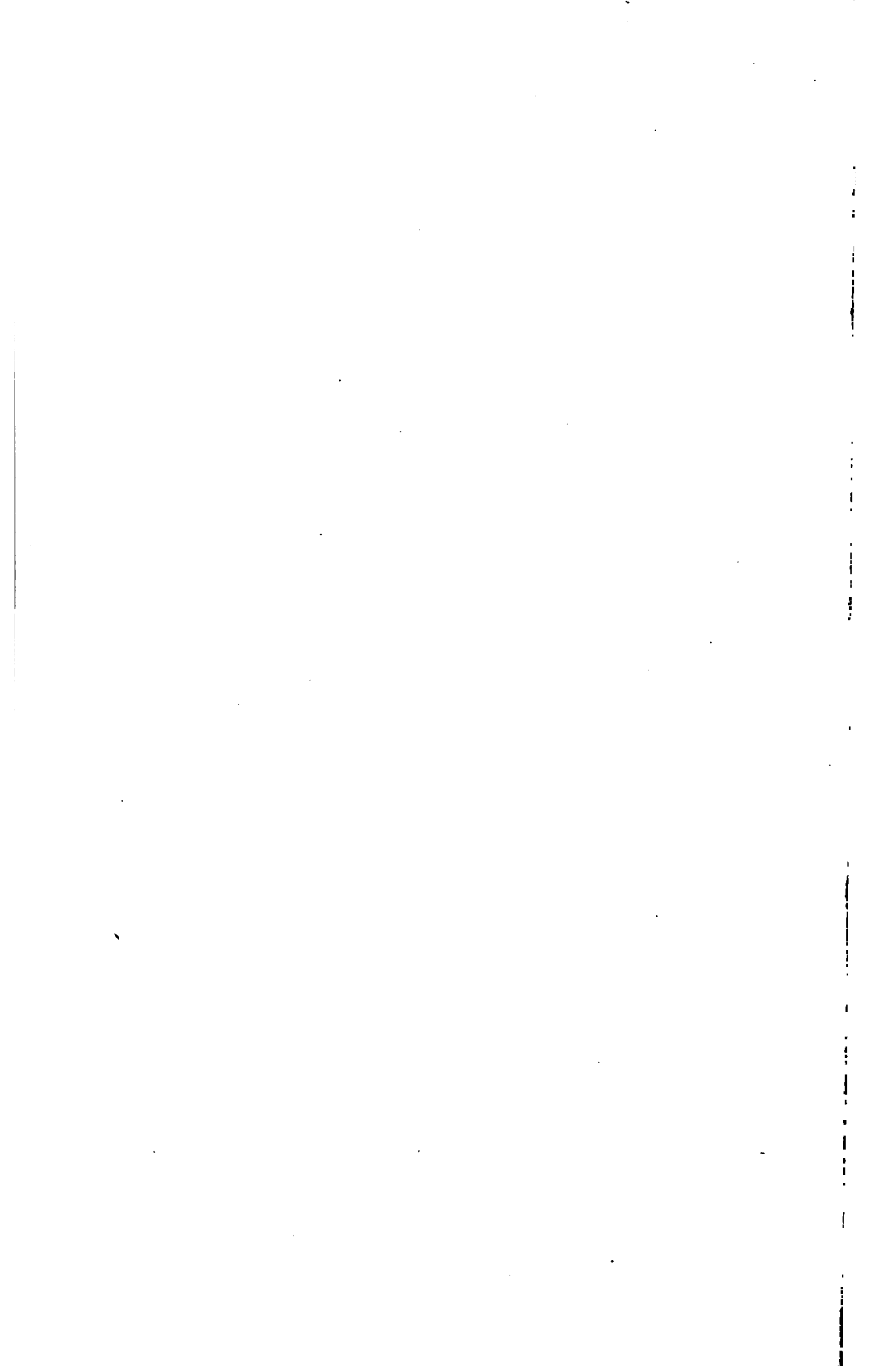
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DEPARTMENT OF COMMERCE
OFFICE OF THE SECRETARY

CIRCULARS *C*
OF THE
DEPARTMENT OF COMMERCE

IN EFFECT JULY 1, 1917

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LETTER OF TRANSMITTAL.

OFFICE OF THE SOLICITOR,
DEPARTMENT OF COMMERCE,
Washington, July 3, 1917.

SIR: In accordance with your request, I have the honor to transmit herewith a compilation of the circulars of the Department of Commerce in effect July 1, 1917. Owing to the change of designation of the Department made by the act of March 4, 1913, creating the Department of Labor, circulars issued prior to that date have been modified to conform to the new designation. All other deviations from the text of circulars as originally issued made necessary by changes in statutes, or for other reasons, are fully explained by appropriate footnotes. Circulars relating to particular bureaus of the Department have been submitted to the officers of the bureau interested and have received their verification.

In addition to the circulars in effect, modified as above indicated, there is also submitted a list of inoperative circulars, with a brief abstract of each, which it is believed should accompany this compilation in order to make it complete. These circulars have become inoperative by reason of change in conditions, or fulfillment of purpose, or because they have been superseded by other circulars or relate to branches of the Government service no longer subject to the jurisdiction of this Department.

The compilation is the work of Mr. D. J. Richardson, of this office, assisted by Mr. J. H. Collier, of the Bureau of Foreign and Domestic Commerce.

Very respectfully,

A. L. THURMAN,
Solicitor.

To Hon. WILLIAM C. REDFIELD,
Secretary of Commerce.



CIRCULARS OF THE DEPARTMENT OF COMMERCE IN EFFECT JULY 1, 1917.

No. 2.—REGULATIONS GOVERNING USE OF SEAL.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 1, 1903.

To whom it may concern:

The seal of the Department of Commerce shall be in the custody and charge of the Secretary of the Department, and shall be affixed only for the authentication of such papers, records, or documents as may be authorized or required by law, or directed by the Secretary.

Bureaus under this Department whose duties include the certification or authentication of official papers, in cases other than where the great seal of the Department is required, shall hereafter use an official seal of the same device as that seal, with the exception that the legend "Department of Commerce, U. S. A.," shall appear in the upper arc of the circle, and the name of the bureau, thus "Bureau of ———," in the lower arc of the circle. The size of such bureau seals shall be $1\frac{1}{8}$ inches in outside diameter.

Upon the title-page of all book and pamphlet publications of the Department there shall appear a printed copy of the seal of the Department, said copy to be $1\frac{1}{8}$ inches in outside diameter.

Upon the charts to be issued by the Coast and Geodetic Survey there shall appear a printed copy of the seal of the Department, said copy to be 1 inch in outside diameter.

No impression, copy, or use of said seal shall be made for any purpose other than herein ordered.

GEO. B. CORTELYOU, *Secretary.*

No. 3.—AN ORDER TRANSFERRING FROM THE BUREAU OF LABOR TO THE BUREAU OF THE CENSUS CERTAIN STATISTICS OF CITIES.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 1, 1903.

To whom it may concern:

Under the authority given by section 4 of the act to establish the Department of Commerce, approved February 14, 1903, and upon the

recommendation of the Commissioner of Labor and the Director of the Census,

It is hereby ordered That from and after July 1, 1903, the work hitherto performed by the Bureau of Labor in the compilation of the statistics of cities of the United States of 30,000 population or over, authorized by act of Congress approved July 1, 1898, shall be taken up and continued by the Bureau of the Census.

GEO. B. CORTELYOU, *Secretary*.

No. 11 (Bureau of Navigation).—LICENSED OFFICERS OF SAIL VESSELS OF OVER 700 TONS.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, August 3, 1903.

To collectors and other chief officers of customs, supervising and local inspectors of steam vessels, shipping commissioners, and others:

The following regulations, for your guidance, relating to the clearance of sail vessels of over 700 gross tons, and to licensed officers of such vessels, are hereby promulgated:

1. Before granting clearance to a sail vessel of over 700 gross tons, the collector of customs shall ascertain whether the master and chief mate are duly licensed. If either has not been duly licensed, the collector shall promptly notify the local inspectors and also advise the master that the unlicensed master or mate should at once make application to the local inspectors for examination and license. The collector is not authorized to refuse clearance if the parties interested have failed to secure the license prescribed by law.

2. Inspectors will conduct examinations and issue licenses to qualified applicants in such cases as promptly as practicable.

3. On the entry of a sail vessel of over 700 gross tons, the collector or other chief officer of customs shall satisfy himself that the master and chief mate are duly licensed, by examination of their licenses or by other competent evidence. When the master or chief mate, or both, is not duly licensed, the collector shall impose the penalty of \$100 for each offense on the person employing said unlicensed officer and on the unlicensed officer so employed, as prescribed by section 4438, Revised Statutes, as amended by the act of December 21, 1898.²

4. The shipping commissioner shall also follow, as far as applicable, the instructions above prescribed for the collector of customs.

5. Treasury Department Circular No. 96, of July 17, 1899 (Treasury Department decision No. 21391), is hereby modified so far as it conflicts with these regulations, made pursuant to section 4462, Revised Statutes, as amended by the act approved February 14, 1903.

These regulations shall take effect on and after September 1, 1903.

GEO. B. CORTELYOU, *Secretary*.

¹ See also No. 85 (July 17, 1905) and No. 232 (July 27, 1911).

² Section 4438, Revised Statutes, amended January 25, 1907 (34 Stat. L., 864), whereby chief mates of sailing vessels are omitted from its terms. The amendment of May 28, 1908 (35 Stat. L., 425), appears to be unimportant in this connection.

No. 14.—ORDER CREATING A BOARD TO EXAMINE INTO CHARGES AGAINST EMPLOYEES.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, August 15, 1903.

To whom it may concern:

It is hereby ordered that, until otherwise provided, the Chief Clerk of the Department, the Appointment Clerk of the Department, and the chief of the bureau in which any case may arise, shall constitute a board to which questions involving irregular or improper conduct on the part of an employee can be referred by the Secretary for recommendation.

GEO. B. CORTELYOU, *Secretary.*

No. 22, second edition.¹—DUTIES OF THE CHIEF CLERK.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, May 27, 1916.

To whom it may concern:

It is hereby ordered that the duties of the Chief Clerk of the Department, under the immediate direction of the Secretary, shall be as follows:

The general supervision of the clerks and employees of the Department; the enforcement of the general regulations of the Department; the superintendency of all buildings occupied by the Department in the District of Columbia other than those occupied by the Bureau of Fisheries, the Bureau of Standards, and the Coast and Geodetic Survey; the direction of the watchmen, engineers, mechanics, firemen, laborers, and other employees connected with the care and protection of the Department's buildings other than those of the bureaus above mentioned; the supervision of the library and the stock and shipping section of the Department; the care of the horses and all vehicles employed; the general supervision of all expenditures from the appropriations for contingent expenses and rent; the receipt, distribution, and transmission of the mail; the custody of the records and files of the Secretary's Office; the answering of calls from Congress and elsewhere for copies of papers and records; and the discharge of all business of the Secretary's Office not otherwise assigned.

WILLIAM C. REDFIELD, *Secretary.*

No. 26, second edition.²—CHANGE IN HOURS OF LABOR.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, May 27, 1916.

To whom it may concern:

The act of Congress of March 15, 1898, provides as follows:

That * * * it shall be the duty of the heads of the several Executive Departments, in the interest of the public service, to require of all clerks and

¹ The first edition of this circular was issued November 1, 1903.

² The first edition of this circular was issued January 8, 1904.

other employees, of whatever grade or class, in their respective Departments, not less than seven hours of labor each day, except Sundays and days declared public holidays by law or Executive order: *Provided*, That the heads of the Departments may, by special order, stating the reason, further extend the hours of any clerk or employee in their Departments, respectively; but in case of an extension it shall be without additional compensation.

In order more effectually to comply with the above provision of law, it is hereby ordered:

1. On and after July 1, 1914, the hours of labor for all clerks and other employees in this Department, except as otherwise specially ordered, shall be as follows:

For Bureau of the Census: 8.45 a. m. to 4.15 p. m., with a half hour for luncheon between 12 m. and 12.30 p. m.

For all other bureaus and offices: 9 a. m. to 4.30 p. m., with a half hour for luncheon between 12.40 p. m. and 1.10 p. m.

2. This order will also apply to Saturdays, except from June 15 to September 15 of each year, during which period the hours of labor, unless otherwise ordered, shall be as follows, without intermission for luncheon:

For Bureau of the Census: 8.45 a. m. to 12.45 p. m.

For all other bureaus and offices: 9 a. m. to 1 p. m.

. WILLIAM C. REDFIELD, *Secretary*.

No. 28.—TRANSFER FROM TREASURY DEPARTMENT TO DEPARTMENT OF COMMERCE OF AUTHORITY TO LEASE CERTAIN ALASKAN ISLANDS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, February 5, 1904.

To whom it may concern:

The following Executive Order, issued by the President under date of February 2, 1904, is published for the information of those interested.

GEO. B. CORTELYOU, *Secretary*.

EXECUTIVE ORDER.

Under the authority given by Section 12 of the Act to establish the Department of Commerce and Labor, approved February 14, 1903, and upon the recommendation of the Secretary of the Treasury and the Secretary of Commerce and Labor,

It is hereby ordered That the authority of the Secretary of the Treasury to lease certain islands in Alaska for the propagation of foxes, and all duties and powers pertaining thereto, shall be transferred to and vested in the Secretary of Commerce and Labor, this order to take effect February 2, 1904.

THEODORE ROOSEVELT.

WHITE HOUSE, *February 2, 1904.*

No. 47.—MONTHLY REPORTS OF THE CONDITION OF PUBLIC BUSINESS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 26, 1904.

To chiefs of bureaus or offices in the Department of Commerce:

Your attention is directed to section 7 of the act of March 15, 1898 (ch. 68, 30 Stat., 316), which is as follows:

Hereafter it shall be the duty of the head of each Executive Department to require monthly reports to be made to him as to the condition of public business

in the several bureaus or offices of his Department at Washington; and in each case where such reports disclose that the public business is in arrears, the head of the Department in which such arrears exist shall require, as provided herein, an extension of the hours of service to such clerks or employees as may be necessary to bring up such arrears of public business.

In compliance with the above provision of law, it is hereby required that monthly reports be made as to the condition of public business in the several bureaus and offices of this Department as soon after the close of each month as is practicable.

V. H. METCALF, *Secretary*.

No. 51 (Steamboat-Inspection Service).—EXAMINATION AND CERTIFICATION OF FOREIGN PASSENGER STEAMERS SAILING UNDER THE FLAG OF DENMARK AND INSPECTED UNDER THE LAWS OF THAT COUNTRY.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 10, 1904.

To supervising and local inspectors of steamboats, collectors of customs, and masters, owners, and agents of Danish merchant passenger steamers:

This Department having been officially advised by the honorable the Secretary of State that the Danish authorities will recognize as valid the boiler-inspection certificates issued by the authorities of the United States to American steamers during the time in which the American authorities will, under the act of February 15, 1902, exempt from the inspection of their boilers and steam engines such Danish ships as shall have undergone the periodical inspections prescribed by the laws of Denmark relating to steamboat inspection, it is therefore ordered, under the authority conferred upon the Secretary of Commerce by the amendment to section 4400, Revised Statutes of the United States, approved February 15, 1902,¹ that hereafter and until otherwise directed the merchant steam vessels of Denmark sailing from ports in the United States, and holding unexpired certificates of inspection issued by the duly constituted officers of Denmark, "shall be subject to no other inspection than necessary to satisfy the local inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the current certificate of inspection."

The masters, owners, or agents of the Danish passenger-carrying steamers, other than steamers holding certificates of inspection issued by the authorities of the United States, shall, immediately upon arriving at ports in the United States, file in the office of the local inspectors of steamboats having jurisdiction in such ports a copy of their current Danish certificate of inspection.

The master, owners, or agents of a Danish passenger steamer holding an unexpired United States certificate of inspection shall also furnish the local inspectors a copy of their current Danish certificate of inspection upon arrival at a United States port on their last voyage preceding the date of expiration of the current

¹ The act of March 17, 1906 (34 Stat. L., 68), further amends section 4400, Revised Statutes.

United States certificate held by such steamer, and it shall thereafter be examined and certificated in the manner provided herein.

The local inspectors will, upon receipt of the copy of the Danish certificate of inspection, proceed at once to make the examination necessary to comply with the requirements of the act of Congress heretofore referred to, the full text of which will be found in Treasury Department Circular 35, dated April 1, 1902.¹

If, after such examination, the local inspectors shall find that the existing conditions of the vessel, her boilers, machinery, and life-saving equipments conform to the provisions of the steamer's certificate of inspection, they shall furnish the master, owners, or agents a certificate to that effect on Form 2178 [now Form 989]. Said certificate will be dated to expire on the date of expiration of the steamer's Danish certificate on file in the inspectors' office.

The inspectors will also send to the collector of customs, for file in the customhouse, a copy² of the certificate issued by them, as evidence upon which the clearance may be granted—this in lieu of Form 2177 [now Form 987], formerly required to be on file for this purpose, to comply with the provisions of section 4498, Revised Statutes.³

V. H. METCALF, *Secretary.*

No. 53.—APPOINTMENTS, PROMOTIONS, AND REMOVALS IN THE EXECUTIVE CIVIL SERVICE.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, November 1, 1904.

To officers and employees of the Department of Commerce and others concerned:

Attention is invited to the following provisions of the civil-service rules promulgated March 20, 1903, and effective April 15, 1903:

Section 2 of Rule I provides, in part, that—

* * * No discrimination shall be exercised, threatened, or promised by any person in the executive civil service against or in favor of an applicant, eligible, or employee in the classified service because of his political or religious opinions or affiliations.

Section 3 of Rule I provides that—

No recommendation of an applicant, eligible, or employee in the competitive service involving a disclosure of his political or religious opinions or affiliations shall be considered or filed by the commission or any officer concerned in making appointments or promotions.

Section 3 of Rule XI provides that—

No recommendation for the promotion of a classified employee shall be considered by any officer concerned in making promotions, unless it be made by the person under whose supervision such employee has served; and such recommendation by any other person, if made with the knowledge and consent of the employee, shall be sufficient cause for debarring him from the promotion proposed, and a repetition of the offense shall be sufficient cause for removing him from the service.

¹ Also printed in full in 34 Stat. L., 68.

² In the original print of this circular a duplicate of the certificate was specified instead of a copy.

³ Section 4498 amended by act of March 3, 1905, section 9 (33 Stat. L., 1032).

Officers of this department and its bureaus having supervisory authority are directed to strictly enforce these provisions and to promptly report all cases of failure to observe them.¹

V. H. METCALF, *Secretary*.

No. 54 (Bureau of Navigation).—CONSIGNMENTS TO ANCON OR CRISTOBAL, CANAL ZONE OF THE ISTHMUS OF PANAMA.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, December 27, 1904.

To collectors of customs and others concerned:

The following Executive orders, issued by the War Department under dates of December 3, 6, and 16, 1904, relating to consignments of goods, wares, and merchandise to the ports of Ancon and Cristobal, Canal Zone, Isthmus of Panama, are published for the information of those interested. It is requested that they be brought to the attention of shippers sending merchandise to those ports.

V. H. METCALF, *Secretary*.

PANAMA, December 3, 1904.

By direction of the President, it is ordered that, subject to the action of the 58th Congress as contemplated by the act of Congress approved April 28, 1904:

SECTION 1. No importation of goods, wares, and merchandise shall be entered at Ancon or Cristobal, the terminal ports of the canal, except such goods, wares, and merchandise as are described in Article XIII of the treaty between the Republic of Panama and the United States, the ratifications of which were exchanged on the 26th day of February, 1904, and except goods, wares, and merchandise in transit across the isthmus for a destination without the limits of said isthmus, and except coal and crude mineral oil for fuel purposes to be sold at Ancon or Cristobal to sea-going vessels; said coal and oil to be admitted to those ports free of duties for said purposes:

Provided, however, That this order shall cease to be operative—

First. If the Republic of Panama should at any time increase the rate of duty on imported articles described in class 2 of the act of the National Convention of Panama passed July 5, 1904, and effective October 12, 1904, above fifteen per centum ad valorem, provided for in said act; or if the said Republic should increase at any time the rates of duty on the imported articles described in the other schedules of said act, except on all forms of imported wines, liquors, alcohols, and opium, upon which the Republic may fix higher rates.

Second. If Article Thirty-eight of the Constitution of the Republic of Panama, as modified by Article One hundred and forty-six thereof, is repealed or modified at any time in so far as the importation and sale of all kinds of merchandise are concerned.

Third. If the consular fees and charges of the Republic of Panama, in respect to the entry of all vessels and importations into the said ports of Colon and Panama, are increased beyond the rates now in force, which rates are understood to be sixty per centum of the rates in force prior to the promulgation of said order of December 3, 1904; or,

Fourth. If goods imported into the ports of Colon and Panama, consigned to or designated for any port in the Canal Zone, are at any time subjected in the Republic of Panama to any other direct or indirect impost or tax whatever.

SEC. 2. In view of the proximity of the port of Ancon to the port of Panama, and the port of Cristobal to the port of Colon, the proper customs or port official of the Canal Zone shall, when not inconsistent with the interests of the United

¹ In the original print of this circular attention was directed to the executive order of January 31, 1902. This order was nullified by the act of August 24, 1912 (37 Stat. L., 555.)

States, at the instance of the proper authority of the Republic of Panama, permit any vessel entered at or cleared from the ports of Panama and Colon, together with its cargo and passengers, under suitable regulations for the transit of the imported merchandise and passengers to and from the territory of the Republic of Panama, to use and enjoy the dockage and other facilities of the ports of Ancon and Cristobal respectively upon payment of proper dockage dues to the owners of said docks:

Provided, however, That reciprocal privileges as to dockage and other facilities at Panama and Colon, together with suitable arrangement for transit of imported merchandise and passengers to and from the territory of the Canal Zone, shall be granted by the authorities of the Republic of Panama, when not inconsistent with its interests, to any vessel, together with its cargo and passengers, entered at or cleared from the ports of Ancon and Cristobal: *Provided, however,* That nothing herein contained shall affect the complete administrative, police, and judicial jurisdiction of the two governments over their respective ports and harbors, except as hereinafter provided in section 6.

Provided, also, That vessels entering or clearing at the port of Panama shall have the absolute right freely to anchor and load and discharge their cargoes by lighterage from and to Panama at the usual anchorage in the neighborhood of the islands of Perico, Flamenco, Naos, and Culebra, though included in the harbor of Ancon under the provisional delimitation as amended under section 5 hereafter, and to use the said waters of said harbor for all lawful commercial purposes.

SEC. 3. All manifests and invoices and other documents in respect to vessels or cargoes cleared or consigned for or from the ports of Panama and Colon shall, as heretofore, be made by the officials of the Republic of Panama. All manifests, invoices, and other documents in respect to the vessels and cargoes cleared or consigned for or from the ports of Ancon or Cristobal shall be made by officials of the United States.

SEC. 4. No import duties, tolls, or charges of any kind whatsoever shall be imposed by the authorities of the Canal Zone upon goods, wares, and merchandise imported, or upon persons passing from the territory of the Republic of Panama into the Canal Zone, and section 5 of the Executive Order of June 24, 1904, providing that duties on importations into the Canal Zone are to be levied in conformity with such duties as Congress has imposed upon foreign merchandise imported into ports of the United States is hereby revoked, but this order shall be inoperative unless the authorities of the Republic of Panama shall grant by proper order reciprocal free importation of goods, wares, and merchandise and free passage of persons from the territory of the Canal Zone into that of the Republic of Panama.

SEC. 5. The provisions of this order also shall not be operative except upon the condition that the delimitation of the cities and harbors of Colon and Panama, signed on the 15th day of June, 1904, by the proper representatives of the governments of the Republic of Panama and of the Canal Zone, shall be provisionally enforced, and while the same shall remain in force with the consent of both parties thereto, the provisional delimitation shall include not only the terms set forth in the writing thereof, but also the following, viz: That the harbor of Panama shall include the maritime waters in front of said city to the south and east thereof, extending three marine miles from mean low-water mark, except the maritime waters lying westerly of a line drawn from a stake or post set on Punta Mala through the middle island of the three islands known as Las Tres Hermanas, and extending three marine miles from mean low-water mark on Punta Mala, which waters shall be considered in the harbor of Ancon.

SEC. 6. This order shall also be inoperative unless the proper governmental authorities of the Republic of Panama shall grant power to the authorities of the Canal Zone to exercise immediate and complete jurisdiction in matters of sanitation and quarantine in the maritime waters of the ports of Panama and Colon.

SEC. 7. The Executive Order of June 24, 1904, concerning the establishment of post-offices and postal service in the Canal Zone is modified and supplemented by the following provisions:

All mail matter carried in the territory of the Canal Zone to or through the Republic of Panama to the United States and to foreign countries shall bear the stamps of the Republic of Panama properly crossed by a printed mark of the Canal Zone Government, and at rates the same as those imposed by the Government of the United States upon its domestic and foreign mail matter, exactly as if the United States and the Republic of Panama for this purpose were common territory. The authorities of the Canal Zone shall purchase from

the Republic of Panama such stamps as the authorities of the Canal Zone desire to use in the Canal Zone at forty per centum of their face value; but this order shall be inoperative unless the proper authorities of the Republic of Panama shall by suitable arrangement with the postal authorities of the United States provide for the transportation of mail matter between post-offices on the Isthmus of Panama and post-offices in the United States at the same rates as are now charged for domestic postage in the United States, except all mail matter lawfully franked and inclosed in the so-called penalty envelopes of the United States Government concerning the public business of the United States, which shall be carried free, both by the governments of Panama and of the Canal Zone: *Provided, however*, That the zone authorities may for the purpose of facilitating the transportation of through mail between the zone and the United States in either direction inclose such through mail properly stamped or lawfully franked in sealed mail pouches, which shall not be opened by the authorities of the Republic of Panama in transit, on condition that the cost of transportation of such mail pouches shall be paid by the Zone Government.

SEC. 8. This order also shall not be operative unless the currency agreement made at Washington June 20, 1904, by the representatives of the Republic of Panama and the Secretary of War of the United States, acting with the approval of the President of the United States, for the establishment of a gold standard of value in the Republic of Panama, and proper coinage, shall be approved and put into execution by the President of the Republic of Panama, pursuant to the authority conferred upon him by law of the Republic of Panama, No. 84, approved June 20, 1904, and unless the President of the Republic of Panama, in order that the operation of the said currency agreement in securing and maintaining a gold standard of value in the Republic of Panama may not be obstructed thereby, shall by virtue of his authority conferred by law No. 65, enacted by the National Assembly of Panama on June 6, 1904, abolish the tax of one per cent on gold coin exported from the Republic of Panama.

SEC. 9. Citizens of the Republic of Panama at any time residing in the Canal Zone shall have, so far as concerns the United States, entire freedom of voting at elections held in the Republic of Panama and its provinces or municipalities at such places outside of the Canal Zone as may be fixed by the Republic, and under such conditions as the Republic may determine; but nothing herein is to be construed as intending to limit the power of the Republic to exclude or restrict the right of such citizens to vote as it may be deemed judicious.

SEC. 10. The highway extending from the eastern limits of the city of Panama, as fixed in the above-mentioned provisional delimitation agreement of June 10, 1904, to the point still further to the eastward where the road to the "Savannas" crosses the zone line (which is 5 miles to eastward of the center axis of the canal) shall be repaired and maintained in a serviceable condition at the cost and expense of the authorities of the Canal Zone, and also in like manner the said road from the said eastern limits of the city of Panama to the railroad bridge in the city of Panama shall be repaired at the cost of the authorities of the Canal Zone; but this order shall not be operative unless the Republic of Panama shall waive its claim for compensation for the use in perpetuity of the municipal buildings located in the Canal Zone.

SEC. 11. The United States will construct, maintain, and conduct a hospital or hospitals either in the Canal Zone or in the territory of the Republic, at its option, for the treatment of persons insane or afflicted with the disease of leprosy, and indigent sick, and the United States will accept for treatment therein such persons of said classes as the Republic may request; but this order shall not be operative, unless, first, the Republic of Panama shall furnish without cost the requisite lands for said purposes if the United States shall locate such hospital or hospitals in the territory of the Republic; and, second, unless the Republic shall contribute and pay to the United States a reasonable daily per capita charge in respect of each patient entering upon the request of the Republic, to be fixed by the Secretary of War of the United States.

SEC. 12. The operation of this Executive Order and its enforcement by officials of the United States on the one hand, or a compliance with and performance of the conditions of its operation by the Republic of Panama and its officials on the other, shall not be taken as a delimitation, definition, restriction, or restrictive construction of the rights of either party under the treaty between the United States and the Republic of Panama.

This order is to take effect on the 12th day of December, 1904.

WM. H. TAFT, *Secretary of War*.

PANAMA, December 6, 1904.

SECTION I. Consignments of goods, wares, and merchandise which by virtue of section 1 of the order of December 3, 1904, can not be entered for importation at the ports of Ancon or Cristobal may nevertheless, at the option of the consignor, if accompanied by the proper consular invoices of the consul of the Republic of Panama at the port of consignment, be landed at Ancon or Cristobal, respectively, in transit to any part of the Canal Zone or the republic, upon payment of the proper duties to the Republic of Panama, under suitable arrangements similar to those provided for by section 2 of said order of December 3, 1904.

But such goods, wares, and merchandise not accompanied by consular invoice of the consul of the republic shall not be permitted to land at Ancon or Cristobal.

SEC. II. The order of December 3, 1904, shall be construed to permit free exportation and consignment of goods, wares, and merchandise and free transit of persons and vehicles from the republic through the Canal Zone and from the terminal ports thereof.

By direction of the President:

WM. H. TAFT, *Secretary of War.*

WAR DEPARTMENT,
Washington, December 16, 1904.

To the Chairman of the Isthmian Canal Commission:

By direction of the President, the order of June 24, 1904, relating to the establishment and administration of the customs service in the Canal Zone of the Isthmus of Panama, is hereby revoked.¹

WM. H. TAFT, *Secretary of War.*

No. 56 (Bureau of Navigation).—ADMINISTRATION OF THE CUSTOMS IN THE CANAL ZONE OF THE ISTHMUS OF PANAMA.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, January 11, 1905.

To collectors of customs and others concerned:

The following order issued by the War Department under date of December 28, 1904, relating to the customs administration in the Canal Zone, Isthmus of Panama, is published for the information of those interested. It may be brought to the attention of shippers sending merchandise to the Zone.

V. H. METCALF, *Secretary.*

WAR DEPARTMENT, December 28, 1904.

SIR: By direction of the President, it is ordered that there shall be substituted for the order of June 25 [24?], 1904, relating to the establishment and administration of the customs service in the Canal Zone of the Isthmus of Panama, which was revoked by the order of December 16, 1904, the following:

"SECTION 1. For the purpose of customs administration in the Canal Zone there is hereby established a customs district, which comprises all the lands and waters within the control and jurisdiction of the United States on the Isthmus of Panama and the maritime waters contiguous to the shores of the said Canal Zone extending to the distance of three marine miles from mean low-water mark, but not including any maritime waters that pertain to the harbors of the cities of Panama and Colon in the Republic of Panama, the harbors of which are sufficiently defined under the provisional agreement of delimitation

¹ See Circular No. 56 for order substituted for that of June 24.

signed by the proper representatives of the governments of Panama and of the Canal Zone on the 15th day of June, as modified by the consent of the parties in accordance with the description contained in section 5 of the Executive Order of December 3, 1904.

"Sec. 2. There shall be two ports of entry in the Canal Zone, to wit: Ancon, at the Pacific terminus of the canal, and Cristobal, at the Atlantic terminus, at which goods, wares, and merchandise may be imported or exported and vessels may be entered or cleared in accordance with the Executive Orders of December 3, 1904, and December 6, 1904.

"Sec. 3. The subdivision of the executive branch of the Government of the Canal Zone, known as the Department of Revenues, shall include the administration of the customs laws and tariff regulations in force in the said zone. The collector of revenues, who by act of the Isthmian Canal Commission is ex officio the collector of customs, shall receive the salary which may be allowed by law, and shall perform the duties of collector of customs as required by the laws now in force in the Canal Zone or that may hereafter be enacted.

"Sec. 4. The deputy collectors and inspectors of customs, the health officers, and port captains at the ports of Ancon and Cristobal shall receive such compensation as may be allowed by law, and will perform their duties at said ports as required by the laws and regulations in force in the zone.

"Sec. 5. The order of December 16, 1904, revoking the order of June 24, 1904, together with this order, shall be proclaimed in the Canal Zone, Isthmus of Panama, and shall be in force from the date of the promulgation."

Very respectfully,

WM. H. TAFT, *Secretary of War.*

The CHAIRMAN OF THE ISTHMIAN CANAL COMMISSION,

Washington, D. C.

No. 57 (Bureau of Navigation).—ENTRIES AT ANCON OR CRISTOBAL, CANAL ZONE OF THE ISTHMUS OF PANAMA.

DEPARTMENT OF COMMERCE,

OFFICE OF THE SECRETARY,

Washington, January 12, 1905.

To collectors of customs and others concerned:

The following Executive Order issued by the War Department under date of January 7, 1905, relating to goods, wares, and merchandise which may be entered at the ports of Ancon and Cristobal, Canal Zone, Isthmus of Panama, is published for the information of those interested. It is requested that the order be brought to the attention of masters of vessels and others interested in the transportation of merchandise destined to those ports.

V. H. METCALF, *Secretary.*

WAR DEPARTMENT,

Washington, D. C., January 7, 1905.

By direction of the President, it is hereby ordered that—

1. To entitle goods, wares, and merchandise to entry at Ancon and Cristobal, the terminal ports of the Isthmian Canal, Canal Zone, Isthmus of Panama, it is necessary that it be established by the certificate of a member of the Isthmian Canal Commission, or of the chief engineer of the Isthmian Canal Commission, or of the chief of the department of material and supplies, that said goods, wares, and merchandise are necessary and convenient for the construction of the Isthmian Canal or for the use and consumption of certain officers and employees in the service of the United States and of the Government of the Canal Zone and their families, stationed on the Isthmus of Panama, and are to be devoted to that purpose exclusively.

2. The certificates above required shall be granted only when the goods, wares, and merchandise to be certified are (1) the property, including live stock and forage, of or under contract of purchase by the United States and intended for use in the work of constructing the canal or the sanitation of the

Isthmus, or for the service of the Government of the Canal Zone; (2) the property, including live stock and forage, of or under contract of purchase by a contractor with the United States or the Government of the Canal Zone for work on the construction of the Isthmian Canal, the sanitation of the Isthmus of Panama, provided that any goods, wares, or merchandise that are to be offered for sale by any contractor to his employees or otherwise shall not be entitled to such entry; (3) the property of the Government of the Canal Zone or of any municipality of said zone; (4) property and provisions intended for sale in commissaries established and operated by the Isthmian Canal Commission to officers, employees, and contractors of the Isthmian Canal Commission, of the Panama Railroad Company, or of any contractor with the Isthmian Canal Commission for work on the Isthmus (together with the families of such persons), who are citizens of the United States or who receive compensation on what is known as the gold pay roll of the Commission, of the railroad company, or such contractor; (5) household furniture of such officers and employees of the Isthmian Canal Commission stationed in the Canal Zone, or Republic of Panama, including such articles, effects, and furnishings as pictures, books, musical instruments, chinaware, bed and table linen, and kitchen utensils, also wearing apparel, toilet objects, and articles for personal use; books, portable tools, and instruments; jewelry and table services, in quantities and of the class suitable to the rank and position of such officers and employees and intended for their own use and benefit and not for barter or sale, imported from the United States.

* * * * *

This order is to take effect on the 7th day of January, 1905.

WM. H. TAFT, *Secretary of War.*

No. 63 (Steamboat-Inspection Service).—INSPECTION OF CANADIAN STEAM MERCHANT VESSELS.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, March 25, 1905.

To supervising and local inspectors of steam vessels, collectors of customs, and others concerned:

This Department having received due notice from the proper authorities of the Dominion of Canada that, by virtue of an order in council dated February 14, 1905, the collection of fees by the Canadian Government for the inspection of American steam merchant vessels plying to and from Canada will be discontinued on and after April 1, 1905, it is hereby ordered, under the authority conferred upon the Secretary of Commerce by the amendment to section 4400, Revised Statutes of the United States, approved February 15, 1902,² that on and after the first day of April, 1905, and until otherwise directed, no fees for the inspection of Canadian steam merchant vessels plying to and from the United States shall be collected.

The steam merchant vessels of Canada plying to and from the United States will still be subject to inspection, but without charge.

V. H. METCALF, *Secretary.*

¹ See No. 74 (May 8, 1905) as to examination and certification of foreign passenger steamers of Canada inspected under the laws of that country.

² The act of March 17, 1906 (34 Stat. L., 68), further amends section 4400, Revised Statutes.

No. 66.—EXECUTIVE ORDER CONCERNING COMPENSATION FOR NOTARIAL ACTS PERFORMED BY PERSONS IN THE EXECUTIVE SERVICE OF THE GOVERNMENT.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, April 7, 1905.

To officers and employees of the Department of Commerce, in Washington, D. C., and elsewhere:

Executive order dated December 31, 1904, has been amended, under date of March 31, 1905, to read as follows:

It is hereby ordered that hereafter no officer, clerk, or employee in the executive service of the Government, who is also a notary public, shall charge or receive any compensation whatever for performing any notarial act for an officer, clerk, or employee of the Government in his official capacity, or in any matter in which the Government is interested, or for any person when, in the case of such person, the act is performed during the hours of such notary's service to the Government. Disobedience of this order shall be ground for immediate dismissal from the service.

This order shall not apply to oaths of disinterestedness, or other oaths required to be made by law, provided that the work in connection therewith is not performed during office hours.

Strict compliance with this order will be exacted.

V. H. METCALF, *Secretary.*

No. 70 (Steamboat-Inspection Service).—REPORTS OF COLLISIONS OF VESSELS WITH LIGHT-SHIPS, BUOYS, AND OTHER AIDS TO NAVIGATION.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, April 27, 1905.

To supervising and local inspectors of the Steamboat-Inspection Service and others interested:

It has been brought to the attention of this Department that masters of vessels in many instances fail to report to the local inspectors of steamboats the occurrence of collisions by their vessels with light-ships, buoys, or other aids to navigation under the jurisdiction of the Bureau of Lighthouses.² This failure to report such collisions prevents the Bureau of Lighthouses from obtaining immediate information regarding the condition and efficiency of its equipment.

It becomes necessary, therefore, for the Department to direct special attention to the provisions of section 16,³ Rule V, of the General Rules and Regulations of the Steamboat-Inspection Service, and to require that whenever collisions with light-ships, buoys, or other aids to navigation occur a prompt report be made by the licensed officer in command to the nearest board of local inspectors of steamboats.

When any collision of this character is reported to the local inspectors of steamboats, it is directed that such information be immediately transmitted by those officers to the light-house inspector of the district in which the collision occurred, in order that the proper officer of the Bureau of Lighthouses may be enabled to promptly investigate the matter and attend to making the necessary repairs.

V. H. METCALF, *Secretary.*

¹ Supersedes No. 55 (January 3, 1905).

² Since the issuance of this circular the designation of the Lighthouse Establishment has been changed by law to the Bureau of Lighthouses and the circular has been amended accordingly.

³ The original print of this circular referred to section 23; the section has been renumbered in later editions of the General Rules and Regulations.

No. 73 (Steamboat-Inspection Service).—EXAMINATION AND CERTIFICATION OF FOREIGN PASSENGER STEAMERS OF THE UNITED KINGDOM INSPECTED UNDER THE LAWS OF THAT COUNTRY.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, May 8, 1905.

To supervising and local inspectors of steamboats, collectors of customs, and masters, owners, and agents of British merchant passenger steamers:

This Department having been officially advised by the honorable the Secretary of State that the authorities of Great Britain will recognize as valid the steamboat-inspection certificates issued by the authorities of the United States to American steamers, and, in the case of vessels of the United States having unexpired certificates of inspection issued by officers of the United States Government, will dispense with any further inspection as regards hull, boilers, machinery, and equipments, including life-saving apparatus, except such as is necessary to satisfy the inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current United States certificate of inspection, it is hereby ordered, under the authority conferred upon the Secretary of Commerce by the amendment to section 4400, Revised Statutes of the United States, approved February 15, 1902,¹ that hereafter and until otherwise directed the merchant passenger steamers of Great Britain, sailing from ports in the United States and holding unexpired certificates of inspection issued by the duly constituted officers of Great Britain, shall be subject to no other inspection than such as is necessary to satisfy the local inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current British certificate of inspection.

The masters, owners, or agents of British merchant passenger steamers, other than steamers holding certificates of inspection issued by the authorities of the United States, shall, immediately upon arriving at ports in the United States, file in the office of the local inspectors of steamboats having jurisdiction in such ports a copy of their current British certificate of inspection.

Masters, owners, or agents of the British merchant passenger steamers holding unexpired United States certificates of inspection shall also furnish the local inspectors with a copy of their current British certificate of inspection upon arrival at a United States port on their last voyage preceding the date of expiration of the current United States certificate held by such steamer, and it shall thereafter be examined and certificated in the manner provided herein.

The local inspectors will, upon receipt of the copy of the British certificate of inspection, proceed at once to make the examination necessary to comply with the requirements of the act of Congress heretofore referred to. (The full text of said act will be found in Treasury Department Circular 35, dated April 1, 1902.²)

If, after such examination, the local inspectors shall find that the existing conditions of the vessel, her boilers, machinery, and life-

¹ The act of March 17, 1906 (34 Stat. L., 68), further amends section 4400, Revised Statutes.

² Also printed in full in 34 Stat. L., 68.

saving equipments conform to the provisions of the steamer's current British certificate of inspection, they shall furnish the master, owners, or agents a certificate to that effect on Form 989 (old No. 2178). Said certificate will be dated to expire on the date of expiration of the said steamer's British certificate on file in the inspectors' office.

The inspectors will also send to the collector of customs, for file in the custom-house, a copy¹ of the certificate issued by them, as evidence upon which the clearance may be granted—this in lieu of Form 987 (old No. 2177), formerly required to be on file for this purpose, to comply with the provisions of section 4498, Revised Statutes.²

V. H. METCALF, *Secretary*.

No. 74 (Steamboat-Inspection Service).—EXAMINATION AND CERTIFICATION OF FOREIGN PASSENGER STEAMERS OF CANADA, INSPECTED UNDER THE LAWS OF THAT COUNTRY.³

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, May 8, 1905.

To supervising and local inspectors of steamboats, collectors of customs, and masters, owners, and agents of Canadian merchant passenger steamers:

This Department having been officially advised by the honorable the Secretary of State that the authorities of Canada will recognize as valid the steamboat-inspection certificates issued by the authorities of the United States to American steamers, and, in the case of vessels of the United States having unexpired certificates of inspection issued by officers of the United States Government, will dispense with any further inspection as regards hull, boilers, machinery, and equipments, including life-saving appliances, except such as is necessary to satisfy the inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current United States certificate of inspection, it is hereby ordered, under the authority conferred upon the Secretary of Commerce by the amendment to section 4400, Revised Statutes of the United States, approved February 15, 1902,⁴ that hereafter and until otherwise directed the merchant passenger steamers of Canada sailing from ports in the United States and holding unexpired certificates of inspection issued by the duly constituted officers of Canada shall be subject to no other inspection than such as is necessary to satisfy the local inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current Canadian certificate of inspection.

The masters, owners, or agents of Canadian merchant passenger steamers, other than steamers holding certificates of inspection issued by the authorities of the United States, shall, immediately upon arriving at ports in the United States, file in the office of the local

¹ In the original print of this circular a duplicate of the certificate was specified instead of a copy.

² Section 4498 amended by act of March 3, 1905, section 9 (33 Stat. L., 1032).

³ See No. 63 (March 25, 1905) for order discontinuing collection of fees for the inspection of Canadian steam merchant vessels plying to and from the United States.

⁴ The act of March 17, 1906 (34 Stat. L., 68), further amends section 4400, Revised Statutes.

inspectors of steamboats having jurisdiction in such ports a copy of their current Canadian certificate of inspection.

Masters, owners, or agents of the Canadian merchant passenger steamers holding unexpired United States certificates of inspection shall also furnish the local inspectors with a copy of their current Canadian certificate of inspection upon arrival at a United States port on their last voyage preceding the date of expiration of the current United States certificate held by such steamer, and it shall thereafter be examined and certificated in the manner provided herein.

The local inspectors will, upon receipt of the copy of the Canadian certificate of inspection, proceed at once to make the examination necessary to comply with the requirements of the act of Congress heretofore referred to. (The full text of said act will be found in Treasury Department Circular 35, dated April 1, 1902.¹)

If, after such examination, the local inspectors shall find that the existing conditions of the vessel, her boilers, machinery, and life-saving equipments conform to the provisions of the steamer's current Canadian certificate of inspection, they shall furnish the master, owners, or agents a certificate to that effect on Form 989 (old No. 2178). Said certificate will be dated to expire on the date of the expiration of the said steamer's Canadian certificate on file in the inspectors office.

The inspectors will also send to the collector of customs, for file in the custom-house, a duplicate of the certificate issued by them, as evidence upon which the clearance may be granted—this in lieu of Form 987 (old No. 2177), formerly required to be on file for this purpose, to comply with the provisions of section 4498, Revised Statutes.²

V. H. METCALF, *Secretary*.

No. 76.—EMPLOYMENT OF CONVICTS PROHIBITED IN PERFORMANCE OF CONTRACTS MADE ON BEHALF OF THE UNITED STATES.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, May 22, 1905.

To officers of the Department of Commerce:

Your attention is directed to the following Executive order of the President of the United States, dated May 18, 1905:

Whereas by an Act of Congress which received executive approval on February 23, 1887, all officers or agents of the United States were as a matter of public policy, forbidden, under appropriate penalties, to hire or contract out the labor of any criminals who might thereafter be confined in any prison, jail, or other place of incarceration for the violation of any laws of the Government of the United States of America:

It is hereby ordered, That all contracts which shall hereafter be entered into by officers or agents of the United States involving the employment of labor in the States composing the Union, or the Territories of the United States contiguous thereto, shall, unless otherwise provided by law, contain a stipulation forbidding, in the performance of such contracts, the employment of persons undergoing sentences of imprisonment at hard labor which have been imposed by courts of the several States, Territories, or municipalities having criminal jurisdiction.

¹ Also printed in full in 34 Stat. L., 68.

² Section 4498 amended by act of March 3, 1905, section 9 (33 Stat. L., 1032).

It is accordingly directed that all agreements involving the employment of labor in the States composing the Union, or in the Territories of the United States contiguous thereto, entered into by officers or agents of the Department after the 18th day of May, 1905, shall contain the following provision:

It is stipulated and agreed that no person or persons shall be employed in the performance of this agreement who are undergoing sentences of imprisonment at hard labor which have been imposed by courts of the several States, Territories, or municipalities having criminal jurisdiction.

When this provision is added to an agreement after its execution, a note or memorandum must be made thereon and signed by the parties, stating that the provision was added, with their assent, after the agreement was executed. If a bond has been given guaranteeing the performance of the agreement, the written consent of the sureties thereon to the change in the agreement must be obtained and attached to the bond.

When the provision is incorporated in the printed agreement before its execution, by means of a rider or otherwise, the parties must state, immediately above their signatures, that it was incorporated before execution.

When new forms of agreements requiring this provision are printed, it must be included as part of the printed matter.

V. H. METCALF, *Secretary*.

No. 77, second edition.—CERTIFICATE AS TO AVAILABLE BALANCE OF APPROPRIATION TO BE FORWARDED BY CHIEFS OF BUREAUS WITH EVERY CONTRACT SUBMITTED FOR APPROVAL.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 20, 1916.

To chiefs of bureaus and offices in the Department of Commerce:

In order to secure compliance with section 3732 of the Revised Statutes, you are directed hereafter, in submitting contracts for approval by the Secretary of Commerce, to indorse upon each copy thereof so submitted a certificate showing the appropriation or appropriations, and stating whether the balance of such appropriation or appropriations is sufficient for the payment of all obligations incurred against it, including the contract to which the certificate in question relates.

The certificate shall be in the following form:

DEPARTMENT OF COMMERCE,
BUREAU OF _____,
_____, 19—.

Approved, and respectfully forwarded to the Secretary of Commerce for his approval.

The amount of this contract will be paid from the following-named appropriation or appropriations, the balance of which is sufficient for the payment of all obligations incurred against it, including this contract: _____.

(See Digest of Appropriations, 19—, p. —.)

WILLIAM C. REDFIELD, *Secretary*.

¹ Supersedes Circular No. 52 (October 31, 1904) and the first edition of this circular (May 31, 1905).

No. 85 (Bureau of Navigation).—SEAWORTHINESS OF SAIL VESSELS OF OVER 700 TONS CARRYING PASSENGERS FOR HIRE.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 17, 1905.

To collectors of customs, supervising and local inspectors of steamboats, shipping commissioners, and others concerned:

Your attention is invited to the following regulations made pursuant to sections 4417 and 4462 of the Revised Statutes, as amended by the acts approved February 14, 1903, and March 3, 1905:

1. On the entry of an American sail vessel of over 700 gross tons carrying passengers for hire, the collector shall ascertain the date when her certificate of inspection will expire. If the certificate will expire within thirty days from the date of entry, or if the vessel has no certificate, the collector shall notify the local inspectors of steamboats. He shall also notify the master to apply for inspection before clearance, in order that the vessel may be found in condition to warrant the belief that she may be used in navigation with safety to life.

2. On the discharge of the crew of such an American sail vessel, the shipping commissioner shall notify the local inspectors as above, and shall notify the master as above to apply for inspection before a crew is shipped.

3. The notice prescribed in paragraphs 1 and 2 need not be given if the vessel is to arrive at another port where she may be inspected before the expiration of her certificate.

4. The notice prescribed in paragraphs 1 and 2 shall be in the accompanying form (Customs Cat. No. 1456, Shipping Service Form 730).

5. On clearance of such an American sail vessel, the collector shall satisfy himself that her certificate of inspection is in force by examination or other competent evidence. If the vessel has no valid certificate of inspection, the collector shall attach to the clearance a statement to that effect in the accompanying form (Customs Cat. No. 1452), and shall note the fact on his records.

6. On application for the shipment of a crew of such an American sail vessel, the shipping commissioner shall satisfy himself that her certificate of inspection is in force by examination or other competent evidence. If the vessel has no valid certificate of inspection, the shipping commissioner shall so notify each member of the crew and shall attach to the shipping articles a statement to that effect in the accompanying form (Shipping Service Form 731), and shall note the fact on his records.

7. The sixth and seventh paragraphs of Treasury Department Circular No. 96, of July 17, 1899 (T. D. 21391), are hereby rescinded.

JAMES RUDOLPH GARFIELD,
Acting Secretary.

¹ Supersedes No. 12 (August 4, 1903). See also No. 11 (August 3, 1903) and No. 232 (July 27, 1911).

[Customs Cat. No. 1456. Shipping Service Form 730.]

NOTICE TO APPLY FOR INSPECTION OF SAIL VESSEL.OFFICE OF COLLECTOR OF CUSTOMS,
SHIPPING COMMISSIONER,Port of _____,
_____, 19—.

MASTER OF _____:

SIR: The certificate of inspection of the _____ will expire on _____, 19—. You are instructed to confer with the local inspectors of steamboats, for inspection,

before clearance.
shipment of crew.

Your attention is directed to section 11 of the act of December 21, 1898, as follows:

"If any person knowingly sends or attempts to send or is party to the sending or attempting to send an American ship to sea, in the foreign or coastwise trade, in such an unseaworthy state that the life of any person is likely to be thereby endangered, he shall, in respect of each offense, be guilty of a misdemeanor, and shall be punished by a fine not to exceed one thousand dollars or by imprisonment not to exceed five years, or both, at the discretion of the court, unless he proves that either he used all reasonable means to insure her being sent to sea in a seaworthy state or that her going to sea in an unseaworthy state was, under the circumstances, reasonable and justifiable, and for the purposes of giving that proof he may give evidence in the same manner as any other witness." (This section shall not apply to fishing or whaling vessels or yachts.—Act of Dec. 21, 1898, sec. 26.)

_____,
Collector of Customs.
Shipping Commissioner.

[Customs Cat. No. 1452.]

CERTIFICATE THAT VESSEL HAS CLEARED WITHOUT VALID CERTIFICATE OF INSPECTION.

OFFICE OF COLLECTOR OF CUSTOMS,

Port of _____,
_____, 19—.

This is to certify that _____, master of _____, of _____ gross tons, has cleared said vessel without a valid certificate of inspection provided for by section 4417 of the Revised Statutes, as amended by section 4 of the act of December 21, 1898, and section 1 of the act of March 3, 1905; that _____, master of said vessel, was duly notified to obtain said certificate, and that he was furnished with a copy of section 11 of the act of December 21, 1898, concerning unseaworthy ships.

[SEAL.]

_____, Collector.

[Shipping Service Form 731.]

CERTIFICATE THAT VESSEL IS WITHOUT VALID CERTIFICATE OF INSPECTION.

OFFICE OF SHIPPING COMMISSIONER,

Port of _____,
_____, 19—.

This is to certify that _____, master of _____, of _____ gross tons, has made agreement with his crew as per attached articles; that said vessel is without a valid certificate of inspection provided for by section 4417 of the Revised Statutes, as amended by section 4 of the act of December 21, 1898, and section 1 of the act of March 3, 1905; that _____, master of said vessel, was duly notified to obtain said certificate and that he was furnished with a copy of section 11 of the act of December 21, 1898, concerning unseaworthy ships.

[SEAL.]

_____, Shipping Commissioner.

No. 96.—REGULATIONS GOVERNING THE ISSUANCE OF COPIES OF ACCOUNTS, RECORDS, OR FILES.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 18, 1905.

To officers, clerks, employees, and others whom it may concern:

The following regulations governing the issuance of copies of accounts, letters, documents, records, and other papers are hereby promulgated for the guidance of the officers, clerks, and employees of the Department, and for the information of all others concerned:

No account, letter, record, or other document or paper in the custody of the Department, or of any bureau, office, or officer thereof, shall, on any occasion, be taken or withdrawn by any agent, attorney, or other person not officially connected with the Department; and copies of such documents, records, or files shall not be furnished to any person except with the written consent of the Secretary of Commerce. Such written consent will be granted only to such persons as may have a personal material interest in the subject-matter of the papers, or at their request.

Applications for copies of documents, accounts, records, or files should be made to the Secretary of Commerce and should be accompanied by an affidavit setting forth the interest of the applicant and showing the reason why, and the purpose for which, the copies are desired.

Except where requests are made by the Attorney-General, under section 188 of the Revised Statutes, for evidence touching the claims of persons suing the United States in the Court of Claims, or by persons making the application and affidavit provided for in the act of August 13, 1894, as amended by the act of February 24, 1905 (33 Stat., 812), copies of accounts, letters, documents, records, or other papers desired by or on behalf of parties to causes pending in any court shall be furnished only to the court on an order or a rule of the court requesting the Secretary to furnish the same, and then only when the production of such copies will not, in the judgment of the Secretary, be prejudicial to the Government or the public interest.

No exceptions to the above regulations will be made without the written consent of the Secretary.

V. H. METCALF, *Secretary.*

No. 98 (Bureau of Navigation).—INSPECTIONS UNDER PASSENGER ACT OF 1882.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 19, 1905.

To collectors and other officers of the customs:

Your attention is directed to the Passenger Act of 1882, a copy of which is inclosed. Section 11 of that act imposes upon you the duty of enforcing its provisions, and you are instructed to see that the examination provided for is thorough and searching.

¹ See No. 102 (October 31, 1905), wherein it is stated that these regulations apply only to bureaus, offices, and officers located in the District of Columbia.

1. An examination should be made by your inspectors at quarantine wherever practicable.

2. The formal reports of examination (Cat. No. 1462) should be forwarded promptly, with summary (Cat. No. 1461), to the Bureau of Navigation at the end of each month.

3. You will instruct your inspectors to report to you in writing all cases in which there has not been full compliance with the law. A copy of this report you will transmit to the owner or agent, advising him of the liability to penalty incurred. On receipt of any denial of allegations or explanation by the owner or agent, you will forward promptly the papers to the Department of Commerce.

4. You will also forward to the United States attorney the facts in any case in which that course seems to you advisable, for his report or action, informing the Department of your action.

V. H. METCALF, *Secretary*.

No. 99.—INSTRUCTIONS REGARDING THE USE OF ACCOUNT FORMS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 21, 1905.

To collectors of customs and others concerned:

Collectors and other officers of customs will render accounts to the Department of Commerce and to the Auditor for the State and other Departments, beginning with the accounts for the month of November, 1905, according to the following instructions:

1. The "Reports of accounts, abstracts, etc., forwarded" (Department of Commerce Cat. No. 1087) must be forwarded to the Disbursing Clerk not later than ten days after the end of the month to which it relates by customs officers required to render accounts, and every effort should be made to have the report full and complete. Every form named on the report must be accounted for either by writing the date of mailing opposite the title of such form named thereon which has been forwarded for the period specified, or if there have been no transactions requiring the use of a particular form, the words "No transactions" will be written or stamped opposite the title of that form.

2. Cat. No. 1087 having been forwarded as directed in the previous paragraph, none other of the forms named thereon need be forwarded unless there have been transactions requiring the use of the same, in which event the appropriate forms will be forwarded as required by the instructions printed on them. The rendering of "No transactions" accounts, so far as the forms named on Cat. No. 1087 are concerned, will be discontinued.

3. Each account when forwarded to the proper bureau or to the Auditor for the State and other Departments must be complete and accompanied by all the abstracts and stub receipts pertaining to it, but no abstract shall be forwarded for heads under which there are no transactions. Receipts should be arranged in the order in which the items appear on the abstract.

4. No accounts, abstracts, returns, etc., other than those named on Cat. No. 1087 will be accounted for on that blank.

5. A new set of blanks has been provided which must be used to the exclusion of all others. The following are the principal changes: Abstracts of collections, Cat. Nos. 1001, 1005, 1007, 1031, and 1054 are consolidated into a new form, Cat. No. 1001, a separate copy of which must be used for each class of collections. In like manner abstracts of disposition of fines, etc., Cat. Nos. 1006, 1032, and 1053, are consolidated into a new form, Cat. No. 1006; also Cat. Nos. 1071 and 1072 are consolidated into a new form, Cat. No. 1071, and Cat. Nos. 1073 and 1074 are consolidated into a new form, Cat. No. 1073. Account current of Services to American Vessels, Cat. No. 1010, is abolished, and abstracts Cat. Nos. 1011 and 1012 are consolidated into a new form, Cat. No. 1011.¹

6. Hereafter steamboat-inspection fines will be accounted for to the Commissioner of Navigation on account current, Cat. No. 1000, and abstract, Cat. No. 1006.

V. H. METCALF, *Secretary.*

NO. 101.—EXECUTIVE ORDER PROHIBITING OFFICERS AND EMPLOYEES OF THE GOVERNMENT FROM PREPARING PERSONS FOR CIVIL-SERVICE EXAMINATIONS.²

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 27, 1905.

To officers and employees of the Department of Commerce:

Your attention is directed to the provisions of the Executive order printed below, prohibiting officers and employees of the Government from preparing persons for civil-service examinations.

V. H. METCALF, *Secretary.*

EXECUTIVE ORDER.

No officer or employee of the Government shall, directly or indirectly, instruct or be concerned in any manner in the instruction of any person or classes of persons, with a view to their special preparation for the examinations of the United States Civil Service Commission.

The fact that any officer or employee is found so engaged shall be considered sufficient cause for his removal from the service.

THEODORE ROOSEVELT.

THE WHITE HOUSE, *October 13, 1905.*

NO. 102.—LIMITATION OF DEPARTMENTAL REGULATIONS GOVERNING THE ISSUANCE OF COPIES OF ACCOUNTS, RECORDS, OR FILES.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 31, 1905.

To officers, clerks, employees, and others whom it may concern:

Attention is called to the fact that Department Circular No. 96 of October 18, 1905, promulgating regulations governing the issuance of

¹ Cat. No. 1011 has been abolished since date of this Circular.

² No. 219 (January 4, 1911) contains a similar order relating to preparation of persons for examinations for the diplomatic and consular services.

copies of accounts, records, or files applies only to bureaus, offices, and officers of the Department located in the District of Columbia.

Attention is also called to the further fact that the provisions of the circular in question do not apply to cases where the inspection or publication of records or other papers, or the furnishing of copies thereof, is authorized or directed by law.

V. H. METCALF, *Secretary.*

No. 118, second edition.¹—USE OF DEPARTMENTAL TELEPHONES.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, April 21, 1916.

To officers and employees of the Department of Commerce:

Employees of the Department of Commerce in Washington may be permitted to use the telephones in the several offices of the Department for the sending of important personal communications, whenever the telephones can be used without detriment to the expeditious transaction of official business, upon the payment of 2 cents per message, which is the amount charged to the Department for each outgoing call. This permission will be subject to such restrictions and regulations as are herein mentioned, or may be made by the chief of each bureau or division to meet conditions peculiar to his office.

Each officer or clerk when making a call on personal business will notify the telephone operator that the call is not on official business, and the operator will record the call and charge the amount thereof against the employee. All charges for telephone service must be paid to the telephone operator by the employee immediately after receiving salary at the end of each month. Neglect on the part of any employee to promptly pay tolls will result in such employee being debarred from the privilege hereby granted, as this arrangement is designed to save expense to the employee and to reduce to the minimum the time that clerks are absent from their duties. Abuse of the privilege of using Department telephones, either as to frequency or length of communications, will result in a withdrawal of the privilege.

Officers having telephones on their desks will control the sending of private messages so as to avoid interference with official business, and shall be careful to notify the telephone operator when themselves making private calls, as otherwise the call will be assumed to be official.

Telephones must not be held open while employees are called from another room to answer. The telephone operators and clerks having charge of telephones should receive the message or take the number of the calling station and send word to the employee as soon as it can be done without interference with the public business, but the holding of a line, except in cases of emergency, is prohibited, as such course prevents the use of the line for official business and results in great waste of time.

WILLIAM C. REDFIELD, *Secretary.*

¹ The first edition of this circular was issued July 16, 1906. The only change is in the toll rate for messages, which formerly was 2½ cents each.

No. 120 (Bureau of Navigation).—ALLOTMENTS OF SEAMEN'S WAGES.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 21, 1906.

To collectors of customs, shipping commissioners, and others concerned:

The attention of collectors of customs, United States shipping commissioners, and others concerned is invited to the following regulations made by the Commissioner of Navigation to carry out section 24 of the act approved December 21, 1898, as amended by the acts approved February 14, 1903, April 26, 1904, and June 28, 1906. Section 26 of the act approved December 21, 1898, exempts fishing or whaling vessels or yachts from the provisions of the said section 24, but by section 4 of the act of June 28, 1906, section 24 applies to all vessels engaged in the taking of oysters.

JAMES RUDOLPH GARFIELD,
Acting Secretary.

[Section 24 of the act of December 21, 1898, was further amended by the act of March 4, 1915. It is printed in the amended form in Circular No. 259 (p. 144).]

SCHEDULE OF ALLOTMENTS.

Allotments to an original creditor shall not be allowed in excess of the following schedule:

The term "ocean" in the following paragraphs shall be construed to include seas, gulfs, bays, sounds, rivers, and other navigable waters connected, respectively, with the Atlantic, Pacific, or Indian Ocean.

A. Not exceeding one month's wages.

1. Between ports of the United States on the Atlantic Ocean and American or foreign ports (except the Dominion of Canada and Mexico, to which allotments are not permitted) on the Pacific or Indian Ocean.

2. Between ports of the United States on the Pacific Ocean and American or foreign ports (except in the Dominion of Canada, Newfoundland, Mexico, and the West Indies, to which allotments are not permitted) on the Atlantic or Indian Ocean.

3. Voyages to Greenland.

4. From ports of the United States on the Atlantic to Hawaii and vice versa.

B. Not exceeding twenty days' wages.

5. Between ports of the United States on the Atlantic Ocean and ports on the Atlantic south of the Equator.

6. Between ports of the United States on the Pacific and ports on the Pacific west of the one hundred and eightieth meridian, or south of the Equator.

C. Not exceeding fifteen days' wages.

7. Between ports of the United States on the Atlantic Ocean and ports on the Atlantic north of the Equator in Europe or Africa.

8. Between ports of the United States on the Pacific Ocean and foreign ports on the Pacific east of the one hundred and eightieth meridian and north of the Equator (except British Columbia and Mexico, to which allotments are not permitted).

¹ Supersedes Treasury Department Circulars Nos. 8 and 17 of 1899, No. 61 of 1900, No. 76 of 1902, and No. 63 of 1903; Bureau Circular No. 1 (December 23, 1903); Department of Commerce Circular No. 38 (April 29, 1904); and Treasury Decisions Nos. 20583, 20685, 21239, 22200, 23841, and 24457.

D. Not exceeding ten days' wages.

9. Between ports of the United States on the Atlantic or Pacific and foreign ports to which allotments are permitted, not described in the foregoing paragraphs.

E. Maximum to creditors.

10. The allotment to an original creditor under any of the preceding paragraphs shall not exceed twenty-five dollars; nor shall it exceed the amount authorized in the paragraph applicable to any particular case.

F. Precautionary.

11. United States shipping commissioners will scrutinize carefully agreements to ship for a foreign port via a domestic or near-by foreign port, as from San Francisco to Melbourne via Port Townsend or Nanaimo, and if it become evident that the shipment is for the purpose of evading the allotment act, and that the men are to be discharged at the domestic or near-by foreign port, the shipping commissioner shall refuse to approve the allotment.

12. In the case of vessels of the United States, the allotments must be made on blanks prepared by the Bureau of Navigation for the purpose and sent to United States shipping commissioners, who, to render the documents valid, must signify their approval thereon over their signatures and seals. Blanks will be furnished to shipping commissioners on requisition.

In the case of foreign vessels, the allotments will be made on blanks in substantial conformity with the American blanks, specimen copies of which will be furnished to a foreign consul on application to the Bureau of Navigation or to a shipping commissioner.

E. T. CHAMBERLAIN, *Commissioner.*

No. 123 (Bureau of Navigation).—CERTIFICATES OF INSPECTION TO ACCOMPANY EXPORTS OF MEAT AND MEAT PRODUCTS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, August 14, 1906.

To collectors of customs and others concerned:

Your attention is invited to so much of the act approved June 30, 1906, entitled "An act making appropriations for the Department of Agriculture for the fiscal year ending June 30, 1907," as provides for the inspection, examination, and marking of meat and meat food products on and after October 1, 1906. The act provides:

And no clearance shall be given to any vessel having on board any fresh, salted, canned, corned, or packed beef, mutton, pork, or goat meat, being the meat of animals killed after the passage of this act, or except as hereinbefore provided for export to and sale in a foreign country from any port in the United States, until the owner or shipper thereof shall obtain from an inspector appointed under the provisions of this act a certificate that the said cattle, sheep, swine, and goats were sound and healthy at the time of inspection, and that their meat is sound and wholesome, unless the Secretary of Agriculture shall have waived the requirements of such certificate for the country to which said cattle, sheep, swine, and goats or meats are to be exported.¹

The Department is advised by the Secretary of Agriculture that on and after October 1, 1906, certificates will be required to accompany export shipments to Great Britain, Ireland, and the other countries of Europe, and in issuing clearances to vessels you will be governed accordingly.

LAWRENCE O. MURRAY,
Acting Secretary.

¹ This is an express requirement of the act of Mar. 4, 1907 (34 Stat. L., 1263).

No. 135 (Steamboat-Inspection Service).—EXAMINATION AND CERTIFICATION OF FOREIGN PASSENGER STEAMERS OF THE EMPIRE OF JAPAN INSPECTED UNDER THE LAWS OF THAT COUNTRY.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, November 26, 1906.

To supervising and local inspectors of steamboats, collectors of customs, and masters, owners, and agents of Japanese merchant passenger steamers:

This Department having been officially advised by the honorable the Secretary of State that the authorities of the Empire of Japan will recognize as valid the steamboat-inspection certificates issued by the authorities of the United States to American steamers, and, in the case of vessels of the United States having unexpired certificates of inspection issued by officers of the United States Government, will dispense with any further inspection as regards hull, boilers, machinery, and equipments, including life-saving apparatus, except such as is necessary to satisfy the inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current United States certificate of inspection, it is hereby ordered, under the authority conferred upon the Secretary of Commerce by the amendment to section 4400, Revised Statutes of the United States, approved March 17, 1906, that hereafter and until otherwise directed the merchant passenger steamers of Japan, sailing from ports in the United States and holding unexpired certificates of inspection issued by the duly constituted officers of Japan, shall be subject to no other inspection than such as is necessary to satisfy the local inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current Japanese certificate of inspection.

The masters, owners, or agents of Japanese merchant passenger steamers, other than steamers holding certificates of inspection issued by the authorities of the United States, shall, immediately upon arriving at ports in the United States, file in the office of the local inspectors of steamboats having jurisdiction in such ports a copy of their current Japanese certificate of inspection.

Masters, owners, or agents of the Japanese merchant passenger steamers holding unexpired United States certificates of inspection shall also furnish the local inspectors with a copy of their current Japanese certificate of inspection upon arrival at a United States port on their last voyage preceding the date of expiration of the current United States certificate held by such steamer, and it shall thereafter be examined and certificated in the manner provided herein.

The local inspectors will, upon receipt of the copy of the Japanese certificate of inspection, proceed at once to make the examination necessary to comply with the requirements of the act of March 17, 1906, heretofore referred to.

If after such examination the local inspectors shall find that the existing conditions of the vessel, her boilers, machinery, and life-saving equipments conform to the provisions of the steamer's current Japanese certificate of inspection, they shall furnish the master, owners, or agents a certificate to that effect on Form 989 (old No.

2178). Said certificate will be dated to expire on the date of expiration of the said steamer's Japanese certificate on file in the inspectors' office.

The inspectors will also send to the collector of customs, for file in the custom-house, a copy¹ of the certificate issued by them, as evidence upon which the clearance may be granted—this in lieu of Form 987 (old No. 2177), formerly required to be on file for this purpose, to comply with the provisions of section 4498, Revised Statutes.²

V. H. METCALF, *Secretary*.

No. 149, third edition.³—CONTRACTS SUBMITTED FOR APPROVAL OF THE SECRETARY OF COMMERCE.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, November 11, 1916.

To chiefs of bureaus and offices of the Department of Commerce:

It is hereby ordered and directed that hereafter only the original copy of each contract (including leases) shall be submitted to the Secretary for approval; and the administrative officers of the bureau or office concerned are hereby charged with the responsibility of seeing that the copies thereof, together with the indorsements thereon, are counterparts of the original. If after examination of the original the Department suggests changes or corrections to be made therein, the administrative officers shall see that like changes or corrections are made in the other copies, and shall, upon the approval of the original by the Secretary, make an indorsement on such copies in the following form:

DEPARTMENT OF COMMERCE,

(Name of bureau or office.)
_____, 191—

I hereby certify that the within papers are a true and correct copy of the original, as approved by the ----- Secretary of Commerce.

(Administrative officer.)

When the original has been approved and the copies properly certified, the bureau or office interested shall transmit it, together with a copy thereof, to the Chief Clerk of the Department, who shall forward the original to the Auditor for the State and Other Departments and the copy to the Disbursing Clerk of the Department; except that, in case of contracts of the Bureau of Lighthouses and the Coast and Geodetic Survey, the original only shall be transmitted to the Chief Clerk. The contractor's copy shall be forwarded to him by the bureau or office in which the contract originates.

This order shall not apply to contracts and leases which the Secretary executes on behalf of the Department, and such instruments shall be submitted in triplicate as heretofore.

WILLIAM C. REDFIELD, *Secretary*.

¹ In the original print of this circular a duplicate was specified instead of a copy.

² Section 4498 amended by act of March 3, 1905, section 9 (33 Stat. L., 1032).

³ The first edition of this circular was issued April 30, 1907, and the second edition on February 13, 1915. Both are entirely superseded by this edition.

**No. 168.—INSTRUCTIONS RELATIVE TO THE ACCEPTANCE OF BONDS
EXECUTED BY SURETY COMPANIES.¹**

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, June 2, 1908.

*To officers and employees of the Department of Commerce, and
others concerned:*

Department Circular No. 139 of February 1, 1907, is hereby amended to read as follows:

Except where otherwise directed by the Secretary of Commerce the following practice will be adopted in the acceptance of recognizances, stipulations, bonds, or undertakings under this Department executed by guaranty or surety companies:

1. No company having authority under the act of Congress of August 13, 1894,² to do business with the United States shall be accepted as sole surety on any recognizance, stipulation, bond, or undertaking under this Department the penal sum of which is greater than 10 per cent of the paid-up capital and surplus of such company.

2. Two or more companies may be accepted as sureties on any recognizance, stipulation, bond, or undertaking under this Department the penal sum of which does not exceed the limit herein prescribed of their aggregate paid-up capital and surplus; and in such cases each company may limit its liability, in terms, upon the face of the bond, to a definite specified amount, such amount to be in all cases, however, within the limitations herein prescribed.

3. No company shall be accepted as surety on any recognizance, stipulation, bond, or undertaking under this Department which shall execute any recognizance, stipulation, bond, or undertaking on behalf of any individual, firm, association, or corporation, whether or not the United States is interested as a party thereto, the penal sum of which is greater than 10 per cent of the paid-up capital and surplus of such company, except under the conditions and limitations herein prescribed. Provided, that on transportation or warehousing bonds under the Treasury Department the limit of any such company on any one of such bonds shall be 50 per cent of its paid-up capital and surplus.

4. No portion of any recognizance, stipulation, bond, or undertaking shall be included in determining the limitations herein prescribed which shall have been reinsured, at the time of execution and delivery of the original obligation, or within twenty days thereafter, in a company authorized to do business under the act above referred to, within the limitations herein prescribed, or in such companies and under such limitations as the Secretary of the Treasury shall have approved. Provided, that on every such recognizance, stipulation, bond, or undertaking, in which the United States is interested as a party, the reinsurance agreement shall be executed simultaneously with the original obligation by a company authorized to do business under the act of August 13, 1894,² and shall run directly to the United States.

¹ Supersedes No. 139 (February 1, 1907).

² Act of August 13, 1894, amended by act of March 23, 1910.

5. No portion of any recognizance, stipulation, bond, or undertaking, except those in which the United States is interested as a party, shall be included in determining the limitations herein prescribed, upon which such company shall have been secured at the time of execution and delivery of the original obligation, by the deposit in pledge, or by conveyance in trust, for its protection, of property equal in value to such excess.

6. No portion of any recognizance, stipulation, bond, or undertaking executed on behalf or on account of a fiduciary holding property in a trust capacity shall be included in determining the limitations herein prescribed upon which such company shall have been secured by an agreement for the deposit made at the time of execution and delivery of the original obligation and by the actual deposit or other disposition within twenty days thereafter of a suitable and sufficient portion of the estate so held that no further sale, mortgage, pledge, or other disposition can be made thereof without such company's approval, except by the decree of a court having proper jurisdiction.

7. In determining the limitations herein prescribed the full penalty of the bond will be regarded as the liability, and no offset will be allowed on account of any estimate of risk which is less than the full penalty of the bond, except in the following cases:

(a) Appeal bonds; in which cases the liability will be regarded as the amount of the judgment appealed from plus 10 per cent of said amount to cover interest and costs.

(b) Bonds of executors, administrators, trustees, guardians, and other fiduciaries; in which cases the estimate of value of the known estate will be regarded as the liability.

(c) Contract bonds, except those in which the United States is interested as a party, given in excess of the amount of the contract; in which cases the amount of the contract will be regarded as the liability.

(d) Bonds for banks or trust companies as principals, conditioned to repay moneys on deposit, where, by any law or decree of a court, the amount to be deposited shall be less than the penalty of the bond; in which cases the maximum amount on deposit at any one time will be regarded as the liability.

Each company will be required to report quarterly to the Secretary of the Treasury, as provided by paragraph 8 hereof, every such obligation the penal sum of which is greater than 10 per cent of its paid-up capital and surplus, together with a full statement of the facts which tend to bring it within the provisions of this paragraph.

8. Every such company will be required to file with the Secretary of the Treasury during the month of January of each year a statement of its financial condition at the close of the preceding year, upon the form provided by the Treasury Department. During the months of January, April, July, and October of each year every such company will be required to file with the Secretary of the Treasury a statement of its financial condition at the close of the preceding three months, upon the form provided by the Treasury Department. And with each of said statements every such company will be required to file with the Secretary of the Treasury, upon the form

provided by the Treasury Department, a schedule of the single risks which it has undertaken during the preceding three months in excess of the limitations herein prescribed, showing the manner in which each of such excesses has been covered under these instructions.

9. The amount of paid-up capital and surplus of every such company shall be determined by the annual and quarterly financial statements filed with the Secretary of the Treasury as herein provided, or by reports upon current examinations made by the insurance departments of the several States or by the Attorney-General of the United States. The Secretary of the Treasury will keep this Department advised, from time to time, as to the status and qualifying power of the various companies under these instructions.

10. In the event that it becomes necessary for the Secretary of Commerce to waive the limitations herein prescribed on any recognition, stipulation, bond, or undertaking given to the United States, notice of such waiver and the manner in which the excess is required to be covered shall in each instance be immediately transmitted by letter to the head of each of the other Executive Departments.

11. Failure on the part of any company to comply with the provisions of these instructions will be considered sufficient ground for refusing to accept further such company as surety on obligations under this Department during the continuance of such delinquency, and in the event of persistent failure to observe the provisions of these instructions the name of any such company will be eliminated from the list of sureties acceptable to this Department.

OSCAR S. STRAUS, *Secretary*.

**No. 174.—TRAVEL OF OFFICERS NOT REQUIRED TO TRAVEL CONSTANTLY
IN THE DISCHARGE OF THEIR OFFICIAL DUTIES.**

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, June 25, 1908.

To whom it may concern:

Section 4 of the act of Congress approved May 22, 1908, making appropriations for the legislative, executive, and judicial expenses of the Government for the fiscal year ending June 30, 1909, provides:

It shall be the duty of the head of each Executive Department and other Government establishment at Washington to submit to Congress at the beginning of each regular session a statement showing in detail what officers or employees (other than special agents, inspectors, or employees, who in the discharge of their regular duties are required to constantly travel) of such Executive Department or other Government establishment have traveled on official business from Washington to points outside of the District of Columbia during the preceding fiscal year, giving in each case the full title of the official or employee, the destination or destinations of such travel, the business or work on account of which the same was made, and the total expense to the United States charged in each case.

In order that the Secretary of Commerce may comply with the requirements of the law, travel from Washington to points outside of the District of Columbia will not be undertaken by officers or employees of the Department, other than special agents, inspectors,

or employees who in the discharge of their regular duties are required to travel constantly, until authorized by the Secretary of Commerce after submission of statements to him showing the name and title of the officer, the place or places to be visited, and the purposes of the proposed travel in each case.

When the travel is completed the destination or destinations of such travel and the total expenses to the United States will be reported in each case.

OSCAR S. STRAUS, *Secretary.*

No. 175, second edition.¹—REGULATIONS REGARDING PRINTING AND BINDING.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 31, 1916.

To chiefs of bureaus and offices in the Department of Commerce, and others concerned:

Your attention is directed to the following Executive order of the President of the United States and to the supplementary regulations and instructions of the Department for the guidance of its officials in ordering printing and binding.

WILLIAM C. REDFIELD, *Secretary.*

EXECUTIVE ORDER.

It is hereby ordered that there shall be appointed by the head of each of the Executive Departments an advisory committee on the subject of printing and publication. The chairman shall be an Assistant Secretary, or other qualified official, and at least one member of the committee shall have had practical experience in editing and printing.

It shall be the duty of such committee, under the direction of the head of the Department, to see that unnecessary matter is excluded from reports and publications; to see that copy is carefully edited before rather than after going to the Printing Office; to do away with the publication of unnecessary tables, and to require that statistical matter be published in condensed and intelligible form; to supervise the preparation of blank forms; to require the frequent revision of mailing lists; to prevent duplication of printing by different bureaus; to exclude unnecessary illustrations from Department documents, and to prevent the printing of the maximum edition allowed by law when a smaller edition will suffice; to recommend to the head of the Department, for inclusion in the recommendations contained in his annual reports, needed changes in the statutes governing Department publications.

The following general principles shall hereafter govern the form of the annual reports of the various bureaus and offices of the Departments:

¹ This edition supersedes Circulars No. 69 (April 26, 1905), No. 111 (March 14, 1906), and No. 175, first edition (June 25, 1908).

1. Annual reports shall be confined to concise accounts of work done and expenditures incurred during the period covered, with recommendations relating to the future, including plans for work to be undertaken.

2. Contributions to knowledge in the form of scientific treatises shall not be included in annual reports.

3. Illustrations in annual reports shall be excluded except: (a) Maps and diagrams indispensable to the understanding of the text; (b) views of monuments or important structures begun or erected; (c) views showing conditions in outlying possessions of the United States and relating to work done or recommendations made.

4. Inserted material, written or compiled by persons not connected with the reporting office, and biographical and eulogistic matter relating to the past or present personnel of the office, shall be excluded.

5. Reports of officers who do not report directly to the head of an Executive Department shall not be printed in the annual report of a Department, but where necessary shall be summarized in the reports of the officials to whom such officers do report.

6. Tables shall be inserted only when verbal summaries and statements of totals are inadequate, and complete texts of laws and court decisions shall, except in cases of great importance, be excluded.

7. Detailed descriptions and lists of methods, processes, purchases, bids, rejections, installations, repairs, specifications, and personnel employed shall be omitted except when required by their unusual importance or by statute.

THEODORE ROOSEVELT.

THE WHITE HOUSE,
January 20, 1906.

DEPARTMENT REGULATIONS.

The Assistant Secretary of Commerce, the Solicitor, and the Chief of the Division of Publications are appointed an advisory committee on the subject of printing and publication, with duties as prescribed in the foregoing Executive order.

The Chief of each Bureau or Office of this Department shall designate some competent person whose duty it shall be (1) to prepare all requests for printing and binding for signature by the Chief of the Bureau or Office; (2) to see that all copy is properly prepared and edited in conformity with these regulations and has the approval of the Chief; and (3) to confer with the Chief of the Division of Publications, Office of the Secretary, upon all questions that may arise in connection with printing and binding for the Bureau or Office. The name of the person so designated shall be certified by the head of the Bureau or Office to the Secretary (Division of Publications).

REQUESTS.

All printing and binding and blank books for this Department will, in the absence of special provision of law, be ordered from the Public Printer by requisitions signed by the Secretary. Formal requests for such work must be signed by the Chief of the Bureau or Office and addressed to the Secretary (Division of Publications). Requests for work not deemed necessary for the public business, or

which involves expenditures in excess of the Department's allotment of the appropriation for printing and binding, will not be granted. Plans for publications or illustrations in any way departing from the usual course of work should be submitted to the Secretary (Advisory Committee on Printing) for approval before the preparation of copy is begun.

In order to minimize the issue of distinctive blank forms and books and to secure uniformity in their use, printing clerks are directed to familiarize themselves with the books and blanks kept in stock by the Department and, where practicable, to supply needs from the stock on hand. Written statements explaining the necessity for having forms other than those in use must accompany requests for such work.

Requests must be accompanied by complete copy for the printing desired (including illustration copy if there be any), specimen leaves of blank books to be made, or lists of books to be bound (on the form provided for the purpose). If the work is to resemble closely work already done, a specimen of such previous work should be sent as a sample.

Each request for the printing of publications in which illustrations are to appear must have stamped across its face a certificate signed by the Chief of Bureau that the illustrations are necessary and relate entirely to the transaction of public business.

Requests for blank forms, official letter paper, and envelopes should always be made two months before actual need, and requests for blank books four months before actual need. A year's supply of regular or standard forms should always be ordered, and if there is no likelihood of change in a blank record book desired a supply that will last at least two years should be requested.

A record (press-copy or other) of requests shall be kept in each Bureau or Office, and each Bureau or Office shall number its requests consecutively in the space provided for that purpose in the upper right-hand corner, leaving the space in the upper left-hand corner for the Department number.

Owing to the fact that the Government Printing Office exacts an extra charge for rush orders, requests should be made "special" only in exceptional cases, when the necessity therefor should be fully explained.

"Dark-blue" copying" ink as distinguished from "record" ink should be specified when ordering letter paper and forms that are to be press-copied.

COPY.

Complete copy must accompany each request for printing. Full instructions should accompany the request, and should include: Size of type; whether leaded or not; kind of paper; size of page or sheet; kind of ink; binding or covers; interleaving, ruling, indexing, tagging, perforating, gumming, etc., if desired. When no changes are to be made from a printed copy the only instructions necessary are "Follow copy."

Copy must be carefully and neatly prepared, and thoroughly edited and revised, before submission for publication, so as to avoid

¹ Black ink adopted on January 30, 1917, by authority of the Secretary.

changes or additions in proof. It should be typewritten on paper about 8 by 10½ inches in size when practicable, and the lines should not be closely spaced. When practicable, each sheet of copy should begin a new paragraph, irrespective of the blank space which may be left on the preceding sheet. All paragraphs should be clearly indicated. When printed matter covering both sides of a sheet is used, a duplicate should be furnished. Inserts of more than a line should be written on a separate sheet and the place of insertion clearly marked. Manuscript should be kept flat, never rolled. Imperfect and illegible copy will not be forwarded to the printer, and the making of costly alterations in proof sheets will not be allowed.

When manuscript is ready for transmission to the Division of Publications the pages should be numbered consecutively from beginning to end; and if complete the word "All" should be written at the bottom of the last page. Copy for illustrations should not be folioed in with text.

The rules laid down in the Style Book governing composition and proof reading in the Government Printing Office, copies of which the printing clerks of the various Bureaus can obtain through the Division of Publications, will determine forms and style. Careful study of this manual and of the "Instructions to clerks engaged in editorial work," printed as a part of this circular, is enjoined on those having to do with the preparation of copy. Departures from established style are discountenanced, the only exceptions permitted being in technical work.

Illustrations.—In the preparation of copy for illustrations, the relative cost of reproduction by the various processes should be carefully considered. Original drawings for line cuts should be so perfected that zinc-etching reproduction will be feasible, thus avoiding the necessity of resorting to the expensive wax process. Photolithographs or half tones should not be used when line cuts can serve the purpose. Photolithography is expensive and tedious and is also often an element of embarrassment and delay in reprints, revised editions, etc., while half tones can not be printed with the text unless expensive paper is used, and even then the mechanical cost is much greater.

The method of reproduction and the dimensions desired for the finished cut should be indicated on illustration copy. The size of the printed page should be kept in mind when fixing these dimensions. Copy for illustrations should accompany copy for the text.

PROOFS.

Proofs must be carefully read on receipt and returned promptly to the Division of Publications. When the requisition and jacket numbers are given on the envelope in which proofs are sent, this envelope and the copy must be returned with the proofs.

Additions or substitutions in proof should be avoided, but if they are necessary they should be made in the first proof. Subsequent proofs should be used only for verification.

BOOKS AND PAMPHLETS.

Reports and papers submitted for publication should be concise, with unessential matter rigidly excluded. Care should be exercised

that the matter conforms, as regards title, arrangement, headings, etc., to previous volumes of the same series or of a similar character, except as changes may be necessary to remedy defects. If a volume contains several sections distinct enough to be published separately, each should be provided with a title (half title) in addition to the general title of the publication. A copy of the seal of the Department shall appear on the title-page of each of its book and pamphlet publications.

Every extensive publication must have a table of contents made up of headings that occur through the work, and indicating the arrangement of the subject matter. The relative importance of these headings should be shown in the table by indentation from the left-hand margin.

Publications dealing with diverse subjects and all large publications should be provided with thorough alphabetical indexes. Graded indentations, and not the "cleared" form, shall be used in printed indexes.

The reports of Chiefs of Bureaus and Offices must be printed in the same type and form as the report of the Secretary (28 Stat., 623). Facsimile signatures will not be printed in reports.

Pamphlets of only 16 pages or less should be printed without covers.

BINDING.

Books for binding must be securely wrapped in bundles of convenient size, numbered consecutively from 1 upward, and both the number of books and number of bundles must be stated on the request. When more than one style of binding is desired for any lot of books, the special form provided for that purpose shall be made out in duplicate and both copies attached to the request.

A diagram for titling, prepared on the form "Instructions to Binder," should be attached to each volume, and when binding or lettering is to conform to that of other volumes a sample should be sent. The name of the Department and Bureau or Service must appear on the cover of each publication.

The law provides that printed documents, except those intended for the Department's libraries, may be bound only in cloth or in sheep (full or half, white or colored, cloth or paper sides). Books for the Department's libraries may be bound in half turkey or material no more expensive. The style and color should be specified on the request in each case. Ruby buckram or leather must be used in binding publications of the Department.

BLANK FORMS.

Each blank form shall have a title or caption indicating its purpose as accurately as possible. The name of the Department, followed by that of the Bureau, Office, or Service in which the form is to be used, shall appear at the head of each form.

Each blank form and blank book shall have a form number, which shall appear in the upper left-hand corner. Fractional numbers should not be used, and letters in connection with numbers should be used only to distinguish between different sizes of the same form. Edition memoranda (date ordered and quantity, thus,

Ed. 2-12-06—3,000) is objectionable, but when used it shall be inconspicuously printed in such position as may be most convenient. Printed stationery, including franked mailing slips, franked cards, and return envelopes, and circular letters for temporary or local use, should not be given form numbers.

Each Bureau and Office shall keep a complete book or card record of its forms, specifying the number, title, and dimensions, and shall keep on file a copy of each blank form and a leaf of each blank book used by it.

BLANK RECORD BOOKS.

Directions for making blank books must appear in detail on the copy or request form and must specify the size of leaf, number of leaves or openings required, and style of binding desired, and contain instructions for titling, paging, indexing, tagging, canvas covering, etc.

The following styles of binding for blank books are suggested: Books of 250 leaves or more, intended for permanent records, and smaller books when exceptional durability is desired, russias ends and bands, patent back; ordinary record books of from 175 to 250 leaves, half russias, patent back; similar books of from 88 to 175 leaves, half russias, cloth sides; books for temporary use and not subject to much handling, such as receipt or memorandum books, leather back, board cover, cut flush.

The title of each blank book must be printed on the back or side, as well as the name of the Department and the Bureau, Office, or Service in which the book is to be used, and each page shall have a general heading, and every column a heading showing distinctly the character of the entries to be made therein.

Blank books must conform as nearly as practicable to the following sizes of paper or simple divisions thereof: 14 by 17 inches, 17 by 28 inches, 16 by 21 inches, 21 by 32 inches, 19 by 24 inches, 20 by 28 inches, 23 by 31 inches.

To avoid the mutilation of record books, loose sheets should be ordered on requests for new books and should be kept on hand to be used for copy when ordering.

Manifold blanks and books required in duplicating processes, as well as complete patented devices with which to file uniform official papers, may be procured through the Public Printer, who is authorized to furnish them under the act of June 28, 1902 (32 Stat., 481), the same to be paid for out of the Department's allotment of the appropriation for printing and binding.

LETTER PAPER, ENVELOPES, CIRCULAR LETTERS, ETC.

Each Bureau, Office, and Service shall have its letter paper, envelopes, circular letters, etc., printed in accordance with the official style adopted by the Department.

Franked slips and cards shall be of uniform size (slips 3 by 5 inches, cards $3\frac{1}{4}$ by $5\frac{1}{2}$ inches) throughout the Department.

All official paper, circular letters, and envelopes (except manila) must be printed in dark-blue ink.¹

¹ Black ink adopted on January 30, 1917, by authority of the Secretary.

MISCELLANEOUS.

Inquiries regarding the progress of work must be made of the Chief of the Division of Publications, and not of the Public Printer.

The attention of those charged with the preparation of copy for the Department's annual reports is directed to the following provisions contained in the act approved July 1, 1916, "making appropriations for sundry civil expenses of the Government for the fiscal year ending June 30, 1917, and for other purposes":

That appropriations herein and hereafter made for printing and binding shall not be used for any annual report or the accompanying documents unless the copy therefor is furnished to the Public Printer in the following manner: Copies of the documents accompanying such annual reports on or before the 15th day of October of each year; copies of the annual reports on or before the 15th day of November of each year; complete revised proofs of the accompanying documents and the annual reports on the 10th and 20th days of November of each year, respectively.

In order to enable the Department to comply with the provisions of section 92 of the act approved January 12, 1895 (28 Stat., 623), the Chief of each Bureau or Office will transmit to the Secretary (Division of Publications), not later than the 10th day of January of each year, a detailed statement of the number of documents received and the number distributed in the preceding calendar year.

The Chief of the Division of Publications is directed to see that these regulations are complied with.

INSTRUCTIONS TO CLERKS ENGAGED IN EDITORIAL WORK.

The work of the editorial staff of the Division of Publications comprises (1) reading critically all manuscripts submitted for publication, and making such emendations or suggestions as seem necessary to secure compliance with the law and the Department's regulations and to assure the maintenance of the Department's standards; (2) supplying or revising titles, lists of contents and illustrations, indexes, abstracts, illustration legends and headlines, etc.; and (3) determining, in accordance with the law and the policies adopted thereunder by the Public Printer, the form and style of the department's publications.

CRITICAL READING.

RECOMMENDATION FOR NONPUBLICATION.

If a manuscript, or any considerable part of it, is judged to be unworthy of publication, or if its publication by the Department is judged to be contrary to law, or if it needs more thorough revision than the editorial staff can undertake to give, the reader will submit to the Chief of the Division a written recommendation that it be not published, or that it be returned to the author for revision, stating explicitly the reasons for his action. If the Chief of the Division approves the recommendation, he will confer with the Chief of the Bureau transmitting the manuscripts, and if necessary will submit the question to the Advisory Committee on Printing.

A similar course will be taken with regard to undesirable illustration copy. Cuts may be published for purposes of illustration only—
never for embellishment. ch

MATTER.

The reader should be alert to detect errors, inconsistencies, omissions, and superfluities, and should correct or call attention to them. He must use the utmost care to understand thoroughly the meaning intended before making any change, and no change should be made the propriety of which is not beyond doubt. Any question that arises should be referred to the author or to the Bureau transmitting the manuscript, whose decision should be accepted when not in conflict with these instructions. Serious disagreements should be reported to the Chief of the Division, who will submit them to the Advisory Committee on Printing should he deem it necessary.

The reader should strike out expressions which might give offense to any friendly foreign power or its representatives; expressions of opinion on political or religious issues; advertisements of industrial or commercial establishments; personal comments on employees of the United States or other Governments, and any other matter the publication of which would be a breach of propriety or a violation of official courtesy.

Acknowledgment of assistance or courtesies in connection with work or investigations reported upon should be restricted to such as may be necessary to avoid misappropriation of credit or may be demanded by official or professional courtesy. The elaboration of such acknowledgments to include favors to individuals, the personnel of expeditions, or the services of administrative officers or routine employees should not be permitted, and itineraries, personal references, and details not essential to the presentation of the facts should likewise be excluded.

PLAN AND SUBDIVISION.

Every paper must be made to conform to a definite plan, each topic being treated in a single place, and the topics following one another in logical order.

To facilitate comprehension of the plan, and thus of the matter presented, all but the briefest papers should be divided into series of coordinate sections, with heads indicating as definitely as possible the subject treated in each. Any section may be subdivided if desirable, the coordination or subordination of the headings being shown by similarity or difference of type; but the use of more than three or four grades of heads should be avoided. Headings should be so written that when they are assembled in a table of contents and their relationships are shown by indentation they will form an accurate synopsis or outline of the paper. They should, in general, only name the subject, and should not attempt to tell what is said about it, for this is rarely possible within the limits of text headings. The use of catch headings, calling attention to special points in the paper but not properly covering logical sections or subdivisions, should be permitted only in rare instances.

Special attention should be given to division into paragraphs. This should be determined logically, yet paragraphs should not be so short as to give a "choppy" effect nor so long that their unity can not be readily perceived—rarely more than half a page in length.

EXPRESSION.

The reader must respect the author's style of expression and make no change because of personal preference; but he should see that every sentence has an unmistakable meaning, and expresses it with reasonable directness and simplicity and without violation of accepted usage in grammar or diction.

Clearness.—It is not enough that the context and the reader's knowledge of the subject prevent misunderstanding of a phrase or sentence; loose and uncertain forms of expression should not be permitted. Except in case of well-established idioms in good usage, it should be insisted that the words used, taken in their normal sense, actually convey the meaning intended. Common use in slovenly business correspondence should not be accepted as sufficient sanction for an unsatisfactory expression.

Especial care should be taken that the relations of the various parts of the sentence are manifest, particularly relatives, demonstratives, and participles, whose misuse causes much confusion.

Directness and simplicity.—As the purpose of Government publications is, in general, to express facts, their chief merits of style are directness, simplicity, and conciseness. Redundancy, circumlocution, digression, and floridity should be rigidly excluded.

Correctness.—It is not practicable to give here rules of grammar and diction. The standard dictionaries and treatises on the subject will suffice as general guides, and specific rules for the work of this Department will be adopted, with the approval of the Secretary, should they become necessary.

TITLES, CONTENTS, INDEXES, ETC.

Titles.—Titles should be so brief as to be readily remembered and cited, and yet should definitely indicate the subject of the book, and, so far as possible, its scope. A title should not, however, usurp the place of a list of contents.

The title-page should include, besides the title, the name of the Department and of the Bureau responsible for the publication, the seal of the Department, and an imprint showing the publisher and the place and date of publication; the name of the author of the book may also appear, but the names of administrative officers of the Department, other than heads of Bureaus, should not appear, except as authors.

Contents.—A table of contents should generally consist of the text headings, so indented from the left-hand margin as to show their relations. The preparation of these text headings has already been discussed.

Illustration legends, etc.—Every illustration, diagram, or other part of a paper that stands out from the text and is likely to be examined apart from it should have a comprehensive but concise title. Plates printed on separate sheets should have headlines identifying the volume in which the plates appear.

Tables.—In accordance with the principle expressed in the preceding paragraph, important tables should always be provided with headings. Every column in a table should have a heading, which

should be brief and accurate. Matter should not be put into tabular form unless it will make three or more columns.

Indexes.—In index making the purpose of the index—to aid in finding things—should always be borne in mind. The means commonly adopted is a series of phrases alphabetically arranged by some topical word, which, by inversion if necessary, is brought to the front. The choice of this word is the important part of the work. Words that will naturally be looked for should be chosen. Since such words will differ greatly with different classes of books and different classes of users, the character of the book and of the probable users of the index should be kept in mind and a definite plan should be made before the work is begun. No word is likely to be looked for which, taken by itself, does not suggest the subject the entry covers, a rare exception being the case of two or more words habitually associated to express a single idea which is not expressed by the first word.

Each subject should be entered under all the words which a consulter might naturally look for first. When subentries are numerous, they should be given under but one entry word, cross references being made to it from the others. Especial care should be used to refer under every entry word (except a cross reference) to all the places where the subject it represents is treated. Between entry words whose meanings overlap, but do not coincide, mutual cross references should be made.

Entries should be elaborated only so far as to prevent them from being misleading and to distinguish them from other entries. Each entry should merely name the subject discussed, and not present an abstract of the discussion, for that is rarely practicable in the space available. Occasionally, however, it may be desirable to arrange an abstract in index form, and when this is done the same principles that apply to indexes should be followed in the choice of entry words, double entering, cross referring, etc.

FORM AND STYLE.

Form.—Editorial readers should maintain familiarity with modern printing and book making, and should adopt the forms best adapted to the class of work in hand. The convenience of users of a book should be the primary consideration in the make-up. Type and arrangement should be modest, tasteful, and harmonious.

Unless there is a special reason for other practice, ordinary reading matter should be set in 10-point roman type and document (octavo) measure. Annual reports of Bureaus must agree in form and style with the report of the Secretary.

Style.—The Style Book governing composition and proof reading in the Government Printing Office will be followed in the publications of the Department in all but a few particulars. Such exceptions as seem desirable will be formulated by the Division of Publications, with the approval of the Secretary, as occasion arises, and notification of their adoption will be given to all concerned.

Editorial readers must be familiar with the law governing the public printing and binding and with the Department's regulations relating thereto, and must call attention to any violation thereof.

No. 180 (Bureau of Navigation).—TOWS OF SEAGOING BARGES WITHIN INLAND WATERS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, December 7, 1908.

To whom it may concern:

The attention of those concerned is invited to the following regulations limiting the length of hawsers between towing vessels and seagoing barges in tow and the length of such tows within inland waters of the United States, designated and defined from time to time pursuant to section 2 of the act approved February 19, 1895. These regulations have been prepared and are approved pursuant to section 14 of the act approved May 28, 1908, entitled "An act to amend the laws relating to navigation, and for other purposes."

These regulations shall take effect on and after February 1, 1909.

REGULATIONS.

1. Tows of seagoing barges navigating the inland waters of the United States are limited in length to four vessels, including the towing vessel or vessels.

2. Hawsers are limited in length to 75 fathoms, measured from the stern of one vessel to the bow of the following vessel; and should in all cases be as much shorter as the weather or sea will permit.

3. In cases where the prescribed length of hawser is, in the opinion of the master of the towing vessel, dangerous on account of the state of weather or sea, hawsers need not be shortened to that length until reaching the localities named below:

(a) Tows bound for Hampton Roads or beyond, before passing Thimble Light.

(b) Tows bound up the Chesapeake, to the northward of Baltimore Light.

(c) Tows bound up the Delaware, between Fourteen Foot Bank and Cross Ledge lighthouses.

Hawsers may also be lengthened in the same places, under the same circumstances, when tows are bound out.

4. In case of necessity, on account of wind or weather, hawsers of vessels navigating between Race Rock and Gay Head may be lengthened out in the discretion of the master of the towing vessel; but this paragraph shall not apply to Narragansett Bay north of Beavertail light.

5. In all cases where tows can be bunched, it should be done.

(a) Tows navigating in the North and East rivers of New York must be bunched above a line drawn between the Statue of Liberty and the entrance to Erie Basin. When tows are entering Long Island Sound from the westward, the lines may be lengthened out to the prescribed length after passing Fort Schuyler; and when bound for New York from Long Island Sound tows must be bunched before passing Whitestone Point.

(b) Tows must be bunched above the mouth of the Schuylkill River, Pennsylvania.

6. Section 15 of the act approved May 28, 1908, provides:

That the master of the towing vessel shall be liable to the suspension or revocation of his license for any willful violation of regulations issued pursuant to section fourteen in the manner now prescribed for incompetency, misconduct, or unskillfulness.

7. Any violation of these regulations shall be reported in writing as soon as practicable to the board of local inspectors of steam vessels most convenient to the officer or other person who may witness the violation.

OSCAR S. STRAUS, *Secretary*.

No. 184, second edition.¹—PROCEDURE IN MAKING SELECTIONS FROM ELIGIBLE LISTS OF THE CIVIL SERVICE COMMISSION AND IN SCRUTINIZING PROBATIONARY PERIODS OF NEW APPOINTEES.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 20, 1916.

To officers and employees of the Department of Commerce:

Having in mind certain instances in which persons selected for appointment have not shown ability to perform the public work required of them, or have not been found to possess the requisite character and fidelity, the Department submits the following suggestions relating to the method to be pursued in making selections from eligible lists of the Civil Service Commission and in scrutinizing probationary periods of new appointees.

It is intended that selection shall be made with sole reference to merit and fitness. While the examination papers of the persons certified may afford a satisfactory basis upon which to make suitable selection, there is no legal or administrative objection to such reasonable and proper inquiries concerning the moral and personal qualities of the eligibles as will enable the nominating officer to reach a just conclusion as to their relative qualifications. Such inquiries as to character and experience are entirely appropriate, regardless of the fact that there is to be a probationary period after appointment, in which the test of actual experience is to be added to the educational test for a final determination of fitness. No new elementary examination shall be required, as the examination of the commission must be accepted as final.

This leads the Department to suggest that, wherever possible, personal interviews be had with the eligibles. If the persons certified do not reside at or near the place of employment, field representatives of the Department may, when feasible, be instructed to inquire into their fitness. When neither of the courses mentioned is practicable, communication may be had with the persons mentioned in the examination papers as having a knowledge of the character, experience, and ability of the eligibles. *Inquiries concerning eligibles must not relate to such personal matters as religion and politics, which the civil-service rules declare shall not be considered in making selection.*

¹ The first edition of this circular was issued January 28, 1909.

The civil-service rules require that a person selected for appointment shall receive a certificate of appointment subject to a probationary period; that if his conduct or capacity after full and fair trial during this period be not satisfactory to the appointing officer, he shall be so notified in writing, with a full statement of reasons, and this notice shall terminate his service, and that otherwise his retention in the service confirms his absolute appointment.

During probation the character of the service performed by the employee and his fidelity and business capacity should be carefully observed. This period affords opportunity for a practical scrutiny for six months in the very work which the employee is to do, and is thus a basis for determining whether he has given such evidence as to character and fitness as will justify his permanent appointment. The probationary period can not be extended, and at its close the employee must either be permanently retained or else dismissed from the service for the reason that his conduct and capacity have not been satisfactory. The two questions to be considered by the proper officer, and this officer should be the person under whom the employee serves, before recommending permanent retention in the service, are: (1) Does the appointee appear to be a person of good character and fidelity, and (2) has he shown, on probation, adequate practical qualification for doing the public work in a satisfactory manner?

The head of this Department must necessarily depend upon his bureau officers in matters of this kind, and these officers, in many instances, are obliged to depend upon their chief clerks, chiefs of divisions, and other subordinate officers. Under any conceivable method of appointment, a certain percentage of the appointees will prove unsatisfactory on trial, and the very small percentage of removals at the end of or during probation, while not at all conclusive, may indicate that the probationary periods of employees have not had the careful scrutiny which the interests of good administration require. It is therefore directed that the bureau officers require their subordinate officers to become familiar with the wishes of the Department, as outlined in this circular, and that in each case of probationary appointment they require a positive report upon the conduct and capacity of the employee, for guidance in determining whether the probationer shall or shall not be permanently retained.

Attention is invited to the following decisions of the Civil Service Commission in regard to the subjects under consideration:

In certifying an eligible who at the time is employed under the Government, the commission will notify the Department to which he is certified that the eligible should not be required to enter upon duty for a period of thirty days after appointment, except upon the approval of the head of the department in which he is serving.

In October, 1885, President Cleveland decided: (1) The proper officer to make the report concerning the conduct of a probationer was not the surveyor, but the gauger under whom the probationer served; (2) that a report from the gauger should be made; and (3) that a new elementary examination was not warranted.

When the probationer is so situated that a report concerning his conduct and capacity during probation can not be received in season, his absolute appointment or dismissal may be effected when such report is received.

A name restored to the register after the separation of the person during probation will be certified only to departments and offices other than the one from which the person was separated.

The fact that an employee is on furlough at the end of his six months' probationary period will not serve to extend it.

A probationer separated from the service without delinquency or misconduct may be restored to the register of eligibles, in the discretion of the commission, for the remainder of his period of eligibility.

Certificate may issue for the reinstatement of a person who was dropped at the end of his probationary period for a cause which does not constitute delinquency or misconduct, but only for the purpose of absolute appointment, as there can be but one period of probation.

Additional copies of this circular may be obtained from the Division of Publications.

WILLIAM C. REDFIELD, *Secretary*.

No. 189 (Steamboat-Inspection Service).—EXAMINATION AND CERTIFICATION OF FOREIGN PASSENGER STEAMERS OF NEW SOUTH WALES INSPECTED UNDER THE LAWS OF THAT COUNTRY.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, March 31, 1909.

To supervising and local inspectors of steamboats, collectors of customs, and masters, owners, and agents of merchant passenger steamers of New South Wales:

This Department having been officially advised by the honorable the Secretary of State that the authorities of New South Wales will recognize as valid the steamboat-inspection certificates issued by the authorities of the United States to American steamers, and, in the case of vessels of the United States having unexpired certificates of inspection issued by officers of the United States Government, will dispense with any further inspection as regards hull, boilers, machinery, and equipments, including life-saving apparatus, except such as is necessary to satisfy the inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current United States certificate of inspection; and, furthermore, the Department being satisfied that New South Wales has inspection laws relating to passenger steamers approximating those of the United States, it is hereby ordered, under the authority conferred upon the Secretary of Commerce by the amendment to section 4400, Revised Statutes of the United States, approved March 17, 1906, that hereafter and until otherwise directed the merchant passenger steamers of New South Wales, sailing from ports in the United States and holding unexpired certificates of inspection issued by the duly constituted officers of New South Wales, shall be subject to no other inspection than such as is necessary to satisfy the local inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current certificate of inspection of New South Wales.

The masters, owners, or agents of merchant passenger steamers of New South Wales, other than steamers holding certificates of inspection issued by the authorities of the United States, shall, immediately upon arriving at ports in the United States, file in the office of the local inspectors of steamboats having jurisdiction in such ports a copy of their current certificate of inspection of New South Wales.

Masters, owners, or agents of the merchant passenger steamers of New South Wales holding unexpired United States certificates of

inspection shall also furnish the local inspectors with a copy of their current certificate of inspection of New South Wales upon arrival at a United States port on their last voyage preceding the date of expiration of the current United States certificate held by such steamer, and it shall thereafter be examined and certificated in the manner provided herein.

The local inspectors will, upon receipt of the copy of the certificate of inspection of New South Wales, proceed at once to make the examination necessary to comply with the requirements of the act of March 17, 1906, heretofore referred to.

If after such examination the local inspectors shall find that the existing conditions of the vessel, her boilers, machinery, and life-saving equipments conform to the provisions of the steamer's current certificate of inspection of New South Wales, they shall furnish the master, owners, or agents a certificate to that effect on Form 989 (old No. 2178). Said certificate will be dated to expire on the date of expiration of the said steamer's certificate of New South Wales on file in the inspectors' office.

The inspectors will also send to the collector of customs, for file in the custom-house, a copy¹ of the certificate issued by them, as evidence upon which the clearance may be granted—this in lieu of Form 987 (old No. 2177), formerly required to be on file for this purpose, to comply with the provisions of section 4498, Revised Statutes.²

ORMSBY MCHARG, *Acting Secretary.*

No. 194.—PURCHASES CHARGEABLE TO THE CONTINGENT FUND.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, August 10, 1909.

To collectors of customs and others concerned:

Attention is invited to the practice adopted by certain customs officers of purchasing, without obtaining prior authority therefor, articles required in connection with the work of this Department, the expense of which is chargeable to the contingent fund. Section 3683 of the Revised Statutes prescribes that "no part of the contingent fund * * * shall be applied to the purchase of any articles except such as the head of the Department shall deem necessary and proper to carry on the business of the Department * * * and shall by written order, direct to be procured."

Unauthorized purchases of the nature referred to involve a violation of the law, and any bills that may in the future be contracted in this manner will not be recognized by the Department, which in every instance will insist that prior authority for the purchase must be obtained.

ORMSBY MCHARG, *Acting Secretary.*

¹ In the original print of this circular a duplicate of the certificate was specified instead of a copy.

² Section 4498 amended by act of March 3, 1905, section 9 (83 Stat. L., 1032).

No. 198 (Bureau of Navigation).—TONNAGE DUES.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, September 8, 1909.

To collectors of customs and others concerned:

Your attention is directed to the following proclamation of the President of the United States dated August 6, 1909.

BY THE PRESIDENT OF THE UNITED STATES OF AMERICA.

A PROCLAMATION.

WHEREAS by proclamations of the President of the United States dated January thirty-first, eighteen hundred and eighty-five, February twenty-sixth, eighteen hundred and eighty-five, September ninth, eighteen hundred and eighty-five, April twenty-second, eighteen hundred and eighty-seven, April sixteenth, eighteen hundred and eighty-eight, May second, eighteen hundred and ninety-four and July nineteenth, eighteen hundred and ninety-eight, the President did thereby declare and proclaim from and after the dates of his said Proclamations, respectively, the suspension of the collection of the whole of the duty on tonnage now imposed by Section eleven of the Act of Congress approved June nineteenth, eighteen hundred and eighty-six, entitled "An Act to abolish certain fees for official services to American vessels and to amend the laws relating to shipping commissioners, seamen and owners of vessels, and for other purposes," amending Section fourteen of the Act of Congress approved June twenty-sixth, eighteen hundred and eighty-four, entitled "An Act to remove certain burdens on the American merchant marine and encourage the American foreign carrying trade, and for other purposes," upon vessels entered in ports of the United States from ports in the Province of Ontario in the Dominion of Canada; ports in the island of Monserrat in the West Indies; the ports of Panama and Aspinwall (Colon); port of San Juan del Norte (Greytown), Nicaragua; port of Boca del Toro, United States of Colombia; ports in the Kingdom of the Netherlands; free ports of the Dutch East Indies; ports in the island of Guadeloupe, French West India Islands; ports in the island of Grenada, British West India Islands; and the port of Copenhagen, Denmark, respectively;

AND WHEREAS, Section thirty-six of the Act of Congress approved August fifth, nineteen hundred and nine, entitled an "Act to provide revenue, equalize duties and encourage the industries of the United States, and for other purposes," will repeal, sixty days after the approval of said Act, section eleven of the Act of Congress approved June nineteenth, eighteen hundred and eighty-six, aforesaid, amending Section fourteen of the Act of Congress approved June twenty-sixth, eighteen hundred and eighty-four, aforesaid, by virtue of which the proclamations aforesaid were issued and have continued in force and effect;

AND WHEREAS, Section thirty-six of the Act of Congress approved August fifth, nineteen hundred and nine, provides the rates of tonnage duty which shall be imposed on and after October fifth, nineteen hundred and nine, upon vessels which shall be entered in any port of the United States;

NOW, THEREFORE, I, WILLIAM HOWARD TAFT, President of the United States of America, in pursuance of the aforesaid Section thirty-six of the Act aforesaid, do hereby revoke the said proclamations of January thirty-first, eighteen hundred and eighty-five, February twenty-sixth, eighteen hundred and eighty-five, September ninth, eighteen hundred and eighty-five, April twenty-second, eighteen hundred and eighty-seven, April sixteenth, eighteen hundred and eighty-eight, May second, eighteen hundred and ninety-four, and July nineteenth, eighteen hundred and ninety-eight, suspending the collection of tonnage taxes upon vessels entered in ports of the United States from ports in the Province of Ontario, in the Dominion of Canada; ports in the island of Monserrat in the West Indies; the ports of Panama and Aspinwall (Colon); port of San Juan del Norte (Greytown), Nicaragua; Port of Boca del Toro (now in the Republic of Panama); ports in the Kingdom of the

¹ Supersedes (on and after October 5, 1909) Treasury Department Circulars No. 19, February 5, 1885; No. 34, March 18, 1885; No. 137, September 12, 1885; No. 50, April 28, 1887; No. 111, October 4, 1887; No. 94, July 6, 1894; and No. 140, July 21, 1898.

Netherlands; free ports of the Dutch East Indies; ports in the island of Guadeloupe, French West India Islands; ports in the island of Grenada, British West India Islands, and the port of Copenhagen, Denmark, respectively; this said revocation of said proclamations to take effect on and after the fifth day of October, nineteen hundred and nine.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the seal of the United States to be affixed.

Done at the City of Washington this sixth day of August in the year
[SEAL] of our Lord one thousand nine hundred and nine, and of the Independence of the United States of America the one hundred and thirty-fourth.

WM. H. TAFT.

By the President:

AVEY A. ADEE,

Acting Secretary of State.

Pursuant to said proclamation, on and after October 5, 1909, tonnage dues will be levied in accord with section 36 of the act of Congress approved August 5, 1909, entitled "An act to provide revenue, equalize duties and encourage the industries of the United States, and for other purposes," as follows:

SEC. 36. That a tonnage duty of two cents per ton, not to exceed in the aggregate ten cents per ton in any one year, is hereby imposed at each entry on all vessels which shall be entered in any port of the United States from any foreign port or place in North America, Central America, the West India Islands, the Bahama Islands, the Bermuda Islands, or the coast of South America bordering on the Caribbean Sea, or Newfoundland, and a duty of six cents per ton, not to exceed thirty cents per ton per annum, is hereby imposed at each entry on all vessels which shall be entered in any port of the United States from any other foreign port, not, however, to include vessels in distress or not engaged in trade.

This section shall not be construed to amend or repeal section twenty-seven hundred and ninety-two of the Revised Statutes as amended by section one of chapter two hundred and twelve of the laws of nineteen hundred and eight, approved May twenty-eighth, nineteen hundred and eight, or section five of the said chapter two hundred and twelve of the laws of nineteen hundred and eight, or section twenty-seven hundred and ninety-three of the Revised Statutes.

Section forty-two hundred and thirty-two of the Revised Statutes, and sections eleven and twelve of chapter four hundred and twenty-one of the laws of eighteen hundred and eighty-six, approved June nineteenth, eighteen hundred and eighty-six, and so much of section forty-two hundred and nineteen of the Revised Statutes as conflicts with this section, are hereby repealed.

This section shall take effect sixty days after the approval of this Act.

Correspondence on the subject should be addressed to the Commissioner of Navigation, Department of Commerce and Labor, who is charged by law with the interpretation of the laws relating to the collection of tonnage tax.

LAWS REPEALED.

Following is the text of sections 11 and 12 of the act of June 19, 1886 (amended April 4, 1888), amending section 14 of the act of June 26, 1884, and of section 4232 of the Revised Statutes, which are repealed on and after October 5, 1909:

SEC. 11. That section fourteen of "An Act to remove certain burdens on the American merchant marine and encourage the American foreign carrying-trade, and for other purposes," approved June twenty-sixth, eighteen hundred and eighty-four, be amended so as to read as follows:

"Sec. 14. That in lieu of the tax on tonnage of thirty cents per ton per annum imposed prior to July first, eighteen hundred and eighty-four, a duty of three cents per ton, not to exceed in the aggregate fifteen cents per ton in any one year, is hereby imposed at each entry on all vessels which shall be entered in any port of the United States from any foreign port or place in North

America, Central America, the West India Islands, the Bahama Islands, the Bermuda Islands, or the coast of South America bordering on the Caribbean Sea, or Newfoundland; and a duty of six cents per ton, not to exceed thirty cents per ton per annum, is hereby imposed at each entry upon all vessels which shall be entered in the United States from any other foreign ports, not, however, to include vessels in distress or not engaged in trade: *Provided*, That the President of the United States shall suspend the collection of so much of the duty herein imposed, on vessels entered from any foreign port, as may be in excess of the tonnage and light-house dues, or other equivalent tax or taxes, imposed in said port on American vessels by the government of the foreign country in which such port is situated, and shall, upon the passage of this act, and from time to time thereafter as often as it may become necessary by reason of changes in the laws of the foreign countries above mentioned, indicate by proclamation the ports to which such suspension shall apply, and the rate or rates of tonnage-duty, if any, to be collected under such suspension: *Provided, further*, That such proclamation shall exclude from the benefits of the suspension herein authorized the vessels of any foreign country in whose ports the fees or dues of any kind or nature imposed on vessels of the United States, or the import or export duties on their cargoes, are in excess of the fees, dues, or duties imposed on the vessels of such country, or on the cargoes of such vessels; but this proviso shall not be held to be inconsistent with the special regulation by foreign countries of duties and other charges on their own vessels, and the cargoes thereof, engaged in their coasting trade, or with the existence between such countries and other states of reciprocal stipulations founded on special conditions and equivalents, and thus not within the treatment of American vessels under the most-favored nation clause in treaties between the United States and such countries; and sections forty-two hundred and twenty-three and forty-two hundred and twenty-four and so much of section forty-two hundred and nineteen of the Revised Statutes as conflicts with this section, are hereby repealed."

Sec. 12. That the President be, and hereby is, directed to cause the Governments of foreign countries which, at any of their ports, impose on American vessels a tonnage-tax or light-house dues, or other equivalent tax or taxes, or any other fees, charges, or dues, to be informed of the provisions of the preceding section, and invited to cooperate with the Government of the United States in abolishing all light-house dues, tonnage-taxes, or other equivalent tax or taxes on, and also all other fees for official services to, the vessels of the respective nations employed in the trade between the ports of such foreign country and the ports of the United States.

Sec. 4232. The mail steamships employed in the mail service between the United States and Brazil shall be exempt from all port-charges and custom-house dues at the port of departure and arrival in the United States if, and so long as, a similar immunity from port-charges and custom-house dues is granted by the government of Brazil.

ORMSBY McHARG, *Acting Secretary.*

No. 200 (Steamboat-Inspection Service).—EXAMINATION AND CERTIFICATION OF FOREIGN PASSENGER STEAMERS OF THE KINGDOM OF NORWAY INSPECTED UNDER THE LAWS OF THAT COUNTRY.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, November 4, 1909.

To supervising and local inspectors of steamboats, collectors of customs, and masters, owners, and agents of Norwegian merchant passenger steamers:

This Department having been officially advised by the honorable the Secretary of State that the authorities of the Kingdom of Norway will recognize as valid the steamboat-inspection certificates issued by the authorities of the United States to American steamers, and, in

the case of vessels of the United States having unexpired certificates of inspection issued by officers of the United States Government, will dispense with any further inspection as regards hull, boilers, machinery, and equipments, including life-saving apparatus, except such as is necessary to satisfy the inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current United States certificate of inspection, it is hereby ordered, under the authority conferred upon the Secretary of Commerce by the amendment to section 4400, Revised Statutes of the United States, approved March 17, 1906, that hereafter and until otherwise directed the merchant passenger steamers of Norway, sailing from ports in the United States and holding unexpired certificates of inspection issued by the duly constituted officers of Norway, shall be subject to no other inspection than such as is necessary to satisfy the local inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current Norwegian certificate of inspection.

The masters, owners, or agents of Norwegian merchant passenger steamers, other than steamers holding certificates of inspection issued by the authorities of the United States, shall, immediately upon arriving at ports in the United States, file in the office of the local inspectors of steamboats having jurisdiction in such ports a copy of their current Norwegian certificate of inspection.

Masters, owners, or agents of the Norwegian merchant passenger steamers holding unexpired United States certificates of inspection shall also furnish the local inspectors with a copy of their current Norwegian certificate of inspection upon arrival at a United States port on their last voyage preceding the date of expiration of the current United States certificate held by such steamer, and it shall thereafter be examined and certificated in the manner provided herein.

The local inspectors will, upon receipt of the copy of the Norwegian certificate of inspection, proceed at once to make the examination necessary to comply with the requirements of the act of March 17, 1906, heretofore referred to.

If after such examination the local inspectors shall find that the existing conditions of the vessel, her boilers, machinery, and life-saving equipments conform to the provisions of the steamer's current Norwegian certificate of inspection, they shall furnish the master, owners, or agents a certificate to that effect on Form 989 (old No. 2178). Said certificate will be dated to expire on the date of expiration of the said steamer's Norwegian certificate on file in the inspectors' office.

The inspectors will also send to the collector of customs, for file in the custom-house, a copy¹ of the certificate issued by them, as evidence upon which the clearance may be granted—this in lieu of Form 987 (old No. 2177), formerly required to be on file for this purpose, to comply with the provisions of section 4498, Revised Statutes.²

CHARLES EARL, *Acting Secretary.*

¹ In the original print of this circular a duplicate of the certificate was specified instead of a copy.

² Section 4898 amended by act of Mar. 3, 1905, section 9 (33 Stat. L., 1032).

No. 204, second edition.¹—PROPERTY ACCOUNTING.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, September 8, 1916.

To officials of the Department of Commerce:

1. Section 197, United States Revised Statutes, as amended by the act of February 27, 1877 (19 Stat., 241), reads as follows:

SEC. 197. The Secretary of State, the Secretary of the Treasury, the Secretary of the Interior, the Secretary of War, the Secretary of the Navy, the Postmaster-General, the Attorney-General, and Commissioner of Agriculture, shall keep, in proper books, a complete inventory of all the property belonging to the United States in the buildings, rooms, offices, and grounds occupied by them, respectively, and under their charge, adding thereto, from time to time, an account of such property as may be procured subsequently to the taking of such inventory, as well as an account of the sale or other disposition of any of such property [except supplies of stationery and fuel in the public offices and books, pamphlets, and papers in the Library of Congress].

Section 1 of the act of February 14, 1903 (32 Stat., 825), creating the Department of Commerce and Labor, provides that—

* * * section one hundred and fifty-eight of the Revised Statutes is hereby amended to include such Department, and the provisions of title four [which includes section 197] of the Revised Statutes, including all amendments thereto, are hereby made applicable to said Department.

2. To secure conformity with the foregoing requirements the following regulations are promulgated:

3. Returns of property of the Department outside of Washington shall be continued as at present provided by regulations in the following services:

Bureau of Fisheries.
Lighthouse Service.
Coast and Geodetic Survey.

Radio Inspection Service.
Shipping Service.
Steamboat-Inspection Service.

4. The records of Government property in the following-named bureaus will be continued as at present:

Bureau of the Census.
Bureau of Standards.

Bureau of Fisheries.
Coast and Geodetic Survey.

5. Annual returns of all Government property, exclusive of stationery and fuel, will be rendered to the Secretary on June 30, of each year, by the heads of the following bureaus and offices on blanks to be provided by the Department for the purpose:

Secretary.
Assistant Secretary.
Chief Clerk.
Chief Clerk and Superintendent.
Stock and Shipping Section.
Engineer.
Cabinetmaker.
Stable.
Disbursing Office.
Division of Appointments.

Division of Publications.
Division of Supplies.
Auditor of Property Returns.
Bureau of Foreign and Domestic Commerce.
Bureau of Lighthouses.
Bureau of Navigation.
Steamboat - Inspection Service (in Washington).
Solicitor's Office.

¹ This circular supersedes Department Circular No. 204, dated February 28, 1910, on returns of property; new method of rendering property returns, dated October 19, 1912; printed circular dated April 22, 1915, on invoicing Government property; circular letter dated May 26, 1915, on the disposition of Government property; circular letter dated May 26, 1915, on the procedure to be followed in invoicing Government property.

6. The Chief of the Division of Supplies is hereby designated Auditor of Property Returns for the Department, and he is directed to receive, verify, and preserve the returns rendered to the Secretary by the bureaus and offices named in paragraph five.

7. The returns mentioned in the third and fourth paragraphs will be examined by the Auditor of Property Returns for the Department, with special reference to ascertaining that reports from the stations are properly made, and that they receive careful administrative examination in the proper bureau in Washington. He will make report to the Secretary, embodying therein any recommendations as to changes in form or details, with a view to securing the largest degree of uniformity consistent with the diverse conditions in the various services.

8. Returns required by paragraph five will be prepared in duplicate, and all articles entered therein will be arranged in alphabetical order, regardless of classification.

9. The property to be accounted for in such returns will consist of books, furniture (including shelving), floor coverings, electric fans, desk lights, etc.; typewriters, calculating, numbering, dating, and similar machines; copying presses, etc., duplicating machines, machinery, tools, vehicles, and other property not above mentioned, except stationery and fuel. Under the term stationery will be included such articles as the following and all others of similar nature which are consumed by the use to which they are put:

Bands, rubber.	Labels.	Ribbons, typewriter, etc.
Books, blank.	Mucilage.	Seals, paper.
Books, copying.	Oil, clock, etc.	Sponges.
Clips (except board).	Paper.	Sponge rubber.
Cloth, tracing.	Paste.	Tacks, thumb.
Duplicating supplies.	Pencils.	Tags.
Erasers, rubber.	Pencil pointers, emery.	Tape.
Eyelets.	Protectors, pencil point.	Tubes, pasteboard.
Fasteners, paper.	Pens (except fountain and	Twine.
Files, adhesive.	stylographic).	Vitreloid.
Indexes for files.	Penholders.	Wax, sealing.
Inks.	Pins.	Xylonite.

The following articles, and those of a similar nature, will be accounted for:

Baskets, desk.	Drills, twist.	Racks, pen.
Baskets, carrying.	Dusters.	Racks, stamp.
Baskets, waste paper.	Erasers, steel.	Rests, arm.
Binders, loose leaf.	Files, transfer.	Rulers, desk.
Blades, hack saw.	Files for wood or metal.	Saucers.
Boots, rubber.	Folders, bone.	Scales.
Brushes.	Gloves.	Sets, nail.
Buckets.	Graduates.	Shades, window.
Clamps, cabinetmaker's.	Numberers, band.	Stamps, metal, dating.
Clips, board.	Openers, envelope.	Stands, calendar.
Cups, force.	Pads, desk.	Stands, ink.
Cups, paint.	Pads, stamp.	Stands, mucilage.
Cups, sponge.	Pans, copying cloth.	Supports, book.
Curtains.	Pens, fountain.	Type, metal body (sets).
Cushions, pin.	Pens, stylographic.	Type, rubber (sets).
Cutters, glass.	Plumber's Friend.	Weights, paper.
Daters, band.	Pots, twine.	

10. Such materials as nails, screws, lumber, iron, steel, paints, etc., which are consumed by the use to which they are put, or by process of manufacture become component parts of an article, will not be

accounted for on the return. Such materials as awning frames, door checks, curtains and shades, electric fans, flags, lockers (except portable), switchboards, towel holders, and ventilators will be accounted for by the Chief Clerk and Superintendent.

11. The chief of each bureau or office shall designate a competent employee as property clerk, whose duty it will be to receive and issue all property, keep a suitable record of same, and prepare the returns for the signature of the accountable officer.

12. No property can be dropped from the returns except by authority of the Secretary, and each return must clearly indicate the disposition of any property thus dropped, giving the date of the Department authority for such action.

METHOD OF RENDERING PROPERTY RETURNS.

13. The property returns required by paragraph five will be rendered for the period from July 1 to June 30, on cards 5 by 8 inches, Form 3 for accounting for the property and Form 4 for the inventory valuation. These cards may be obtained from the Stock and Shipping Section on the form of requisition for stock books and blanks. To insure legibility and uniformity all entries on returns should be typewritten, so far as possible.

14. The return will be made in duplicate, the duplicate copy to be retained permanently by the accountable officer, the original copy to be forwarded to the Auditor of Property Returns not later than 20 days after the close of the period covered.

15. The name of the bureau or office should be entered on each card with a rubber stamp in large block type in the space provided for the purpose.

16. The return will contain the complete description and value of all property belonging to the United States in the possession of accountable officers, based upon an actual inventory taken at stated periods, in the discretion of such officers.

17. The balance remaining on hand at the close of the preceding period, the record of receipts and issues during the current period, and the balance on hand at the close of the period will be entered on each card of the return.

18. Property (and serial) numbers of articles should be entered on the back of the card. When articles are dropped from the return a line should be drawn through the respective numbers on the back of the card and such numbers omitted from subsequent cards. It is possible that in some cases where there are a large number of articles of the same kind it will be necessary, on account of limited space on back of cards, to give the numbers of the same in groups, as 1 to 25, 75 to 100, etc., but this method should be avoided if possible. If it becomes necessary to do this, notation should be made in red ink of the numbers of the articles dropped, in order that they may be readily identified when omitted from subsequent cards.

19. In accounting for property acquired through sources other than the Department Supply Division, due notice of the fact should be stated in the "Remarks" column opposite each item so taken up, unless covered by invoice accompanying the return.

20. In accounting for property found to be on hand, but not before accounted for, such property should be entered in the "Received"

column as though received during the period for which the return is rendered.

21. In dropping from the return property which is not covered by an invoice, due reference should be made in the "Remarks" column to the Department authority.

22. Upon completion of the return the total values should be obtained and the amounts entered on Form 4. The certificate on the lower portion of this form should then be filled out, signed by the accountable officer, and filed with the return.

23. Upon receipt of a return by the Auditor of Property Returns the cards will be examined. In case errors are discovered on any of the cards, such cards will be returned for correction. When the return is correct the office forwarding same will be advised of the fact.

24. After a complete card return has been rendered by a bureau or office, no further complete return will be required. For subsequent periods, only the cards on which changes have occurred will be forwarded to the auditor.

25. The entire space on each card in the retained copy of the return will be utilized before a new card is written for that item. The entries of any particular item covering each property return period will be separated by a horizontal red line running the full width of the card. If the space on a card is not sufficient to make all entries necessary during a period, the balance should be carried forward to a new card, and the corner clipped from the card from which the balance is brought forward. The new card should bear the notation "Balance forwarded."

26. The set of cards to be forwarded to the auditor representing the only changes in the complete return during a period will have only the balance remaining on hand at the beginning of the period and entries showing such changes as have occurred during said period. These cards should be numbered consecutively in the lower right-hand corner to insure against loss in transmittal, and recorded in the certificate signed by the accountable officer on the lower portion of Form 4.

27. Cards reporting changes in a return will be placed with those on file with the auditor. Such cards in a previous return as are replaced by new ones reporting changes in an item will have the corner clipped therefrom to indicate that they are dead. A corner should be clipped from each dead card in the auditor's file whether it is replaced or not. Dead cards will remain in proper position in the file so that a complete record of all changes pertaining to an article will be readily accessible.

28. All invoices pertaining to property, unless otherwise provided for, will be neatly arranged, fastened at the top, and forwarded to the Auditor of Property Returns at the close of each period.

DISPOSITION OF PROPERTY.

29. There is hereby constituted a Board of Survey consisting of the Chief of the Division of Supplies, who will act as chairman, the Engineer, and an officer of the Coast and Geodetic Survey, whose duty it will be to examine and report upon such requests as may be submitted from time to time for its action by chiefs of bureaus and offices for the disposition of Government property which is old.

unserviceable, lost, or destroyed. In the temporary absence of a member of the board, other than the chairman, the Chief Clerk of the Department may designate a person to act in his stead. In the absence of the Chief of the Division of Supplies the Acting Chief of that Division shall act as chairman.

30. Chiefs of bureaus and offices desiring to dispose of such property shall send to the chairman of the board a report thereof, prepared upon forms to be furnished by the board.

31. Upon receipt of such report the board shall make a careful examination of the same and of the articles enumerated therein, with a view to determining whether it is practicable to repair and utilize in any other branch of the Department any of the articles included in such report, whether they may be of service to some other branch of the Government or whether the articles have no further usefulness for Government purposes.

32. The board will submit to the Secretary its recommendations as to the disposal of such property, stating specifically as to each article whether it can be repaired and utilized or whether it shall be sold or otherwise disposed of.

33. Upon approval of the board's recommendations by the Secretary, one copy of the report will be forwarded to the Auditor of Property Returns of the Department and the remaining copy returned to the accountable officer who will, upon receipt of the same, dispose of the property in accordance with the instructions thereon.

34. When an article has no sale value, or its condition is such that its further use would be a detriment to public health, its immediate destruction is hereby authorized and the authority to so destroy vested in the board.

35. In case the recommendation of the board is for the sale of the property, it shall hold, or cause to be held, auction sales at such times as in its judgment will secure the best returns to the Government, or the property may be sold under sealed proposals issued or authorized by the board.

36. The articles listed on pages 5 and 6 may be dropped from the return of property upon a certificate of the accountable officer stating that they were expended in fair wear and tear in the service, which certificate should accompany the return.

37. Property which the law permits to be exchanged in the payment for new property, such as typewriters, adding machines, and other labor-saving devices, may be transferred to stock and dropped from the return upon approval by the Chief Clerk of the Department of a requisition for the new property containing a request for the exchange.

38. Property which is still serviceable but of no further use to the accountable officer may be transferred to stock upon written request in duplicate addressed to and approved by the Chief Clerk of the Department, one copy of the approved request to be returned to the office making the same and the other copy to be forwarded to the Auditor of Property Returns.

39. When it is desired to transfer property from one office or bureau to another, where either of the offices concerned renders returns of property to the Secretary, written request in duplicate addressed to the Chief Clerk of the Department should be made, one copy of the approved request to be returned to the office making the

same, the other copy to be forwarded to the Auditor of Property Returns. Requests addressed to the Chief Clerk of the Department for permission to transfer property from one office or bureau to another, or to stock, must bear a notation in the lower left-hand corner of the same for the approval of the Chief Clerk of the Department.

40. When it is desired to drop from the return rendered to the Secretary property which has been transferred to a field office or station under existing law or regulation, written request in duplicate addressed to the Chief Clerk of the Department should be made, one copy of the approved request to be returned to the office making the same, the other copy to be forwarded to the Auditor of Property Returns. Requests for authority to drop from the return property which has been transferred to a field office or station must bear a notation in the lower left-hand corner of same for the approval of the Chief Clerk of the Department.

LIST OF ARTICLES THAT MAY BE DROPPED FROM THE RETURN UPON A CERTIFICATE SIGNED BY THE ACCOUNTABLE OFFICER.

Items marked with an asterisk, if located in Washington, D. C., should be turned over to the engineer for disposition and a receipt obtained therefor. This receipt should accompany the return of property for the period in which the articles are dropped.

- | | | |
|---|-----------------------------------|------------------------------------|
| *Aprons. | *Cans, sprinkling. | Dishes, soap. |
| Atomizers. | *Cans, waste. | *Drills, twist. |
| *Awls. | Cases, desk drawer, stationery. | Dusters, assorted. |
| *Bags, nose. | Cleaners, closet. | *Erasers, steel. |
| *Basins, wash. | *Clips, board. | *Files, bill. |
| *Baskets. | Clip tools. | *Files, board. |
| *Bells, bicycle. | *Collars, shaft. | *Files, for wood or metal. |
| *Bits, assorted. | *Combs, curry. | Files, transfer. |
| Blades, hacksaw. | *Combs, mane. | Folders, bone. |
| *Blankets, horse. | Combs, toilet. | *Funnels. |
| Blocks, anchor, for Universal drafting machine. | *Counter sinks. | *Gimlets. |
| *Books, city directories, mercantile directories, and other publications superseded by a later edition. | *Couplings, shaft. | Glass, plate, desk top. |
| Boots, horse. | *Covers, desk. | Graduates. |
| *Boots, rubber. | *Covers, machine. | *Handles, mop. |
| Bottles. | *Covers, horse. | Holders, bill. |
| Bowls, paste. | *Covers, typewriter. | Holders, blotter, hand. |
| *Bowls, wash. | *Cups, force (Plumber's Friend). | Holders, rubber for stamps. |
| Boxes, file, pasteboard. | *Cups, paint. | *Holders, towel. |
| Boxes, packing (report disposition). | Cups, sponge. | *Holders, type. |
| *Brooms, corn. | *Curtains. | Hones, assorted. |
| *Brooms, stable. | *Cushions, chair. | *Hose, rubber. |
| *Brooms, whisk. | *Cushions, felt, typewriter. | Instruments, drawing: |
| Brushes, assorted. | Cushions, pin. | Battens. |
| *Buckets, assorted. | Cuspidors, earthenware. | Brushes, assorted. |
| *Cans, ash. | *Cuspidors, metallic. | Colors, boxes of. |
| *Cans, benzene. | Cuts, metal and wood. | Curves. |
| *Cans, garbage. | *Cutters, glass, wheel. | Glasses, water. |
| *Cans, gasoline. | Cylinders for dictating machines. | Saucers, assorted. |
| *Cans, oil. | Daters, band. | Triangles. |
| | *Daters, self-inking. | Tracers. |
| | *Dies, chasers. | Jars, assorted. |
| | *Dies, threading. | Jugs, assorted. |
| | | Keys, typewriter, pneumatic, sets. |
| | | Maps. |

*Mats, cuspidor.	*Racks, pen.	Stands, mucilage.
*Measures, metallic and wood.	*Racks, stamp.	*Stencils, metal.
Numberers, band.	*Reamers, assorted.	Stones, oil and water.
*Oilers.	Rests, arm.	*Surcingles.
*Openers, envelope.	*Rings, key.	*Sweeps, assorted.
Pads, desk.	*Rollers, inking.	*Taps, threading.
Pads, stamp.	Rulers, desk.	*Thermometers.
*Pails, assorted.	*Screws, hand.	*Tools, lathe turning.
*Pans, copying cloth.	*Sets, nail.	*Towels.
*Pans, dust.	*Shades, window, complete.	*Traps, rat or mouse.
*Pans, radiator.	*Sheets, horse.	Tumblers, glass.
*Pans, water cooler.	*Sieves.	*Type, metal body, sets.
Pitchers, earthenware and glass.	Slides, lantern.	*Type, rubber, sets.
*Plates, electrotype.	*Springs, door.	*Type tools.
*Points, drill.	Stamps, rubber.	*Weights, paper.
*Pots, glue.	*Stamps, steel figures and letters.	Wells, water.
*Pots, paint.	*Stands, calendar.	Wheels, buffing.
*Pots, twine.	Stands, ink.	Wheels, grinding.
*Pushers, type.	Stands, ink, travelers'.	Wheels, gumming.
		*Whips.

When dropping the above articles from the return they should be listed on the back of Form 4 and the certificate signed by the accountable officer.

INVOICING GOVERNMENT PROPERTY.

41. The transfer of any Government property between offices or stations of a bureau, between offices and bureaus of the Department, or to other branches of the Government must be supported by an invoice, a sufficient number of copies of which should be prepared to comply with existing practice.

42. The transfer of any Government property is prohibited except such transfer be within the law and upon proper authority, which authority must be stated in the invoice.

43. Every invoice covering the transfer of property must contain a complete description of the same, including property or serial numbers where such exist.

44. Invoices must bear the signature of the issuing officer and the dated receipt of the receiving officer.

45. Invoices issued by bureaus and offices of the Department which render property returns to the Secretary must show the value, actual or estimated, of each unit, and the cost of each item.

46. The original copy of the invoice should indicate the disposition to be made of those copies which are not to be retained by the receiving officer. The original copy of the invoice should be receipted and returned to the issuing officer.

47. A standard form of invoice has been adopted by the Department. Adaptations of the standard form have been designed to meet the special requirements of certain bureaus and offices of the Department.

PROCEDURE FOR INVOICING GOVERNMENT PROPERTY.

48. The following procedure for invoicing Government property on the standard form of invoice should be observed by all bureaus and offices of the Department which render returns of property to the Secretary of the Department in accordance with this circular.

49. In describing the procedure to be followed in invoicing, the transfer of property is classified as follows:

Transfers from stock.

Transfers to stock:

(a) On the approval of the Chief Clerk.

(b) On inspection reports.

Transfers to Board of Survey.

Transfers to another bureau or office:

(a) On the approval of the Chief Clerk.

(b) On inspection reports.

Transfers between bureaus and stations of their field services.

Transfers to other branches of the Government.

Loans.

50. Every invoice covering the transfer of property shall show a complete description of the same, with property or serial numbers, if any, the value of each unit, and the authority for the transaction. Invoices must bear the signature of the issuing officer and the dated receipt of the receiving officer. The original copy should state the disposition to be made of copies not to be retained by the receiving officer.

51. In all cases a sufficient number of copies of the invoice should be prepared to provide at least as many as may be required for the property records of the issuing and receiving officers. The original copy should state the number of copies to be signed and returned and, except in the case of loans, that one copy is to be forwarded to the Auditor of Property Returns with the receiving officer's return of property. In every case the original copy of the invoice should be signed and returned to the issuing officer. In order that the Auditor of Property Returns may have the data necessary to enable him to check the returns with certainty, a copy of each invoice, except those covering loans, should be forwarded to him by the issuing officer at the time of issue.

52. The invoices are vouchers to the return of property and when transmitted to the Auditor of Property Returns at the close of a period they should be separated, the receipt vouchers in one group and the issue vouchers in another group. Each group should be numbered consecutively in the lower right-hand corner of the invoice, beginning with No. 1 for each period, and arranged according to date of receipt of the supplies.

53. Blank forms for use in invoicing property may be obtained of the Stock and Shipping Section upon the form of requisition for stock books and blanks.

TRANSFERS FROM STOCK.

54. Include not only issues from the regular stock maintained by the Department but also articles specifically ordered for a bureau or office of the Department.

55. When transferring property from stock on requisitions, invoices addressed to the proper officer should be prepared and should bear the notation "On authority of requisition No. —, dated —, —, approved by the Chief Clerk." At least two copies shall be provided for the receiving officer, one to be retained permanently and the other forwarded to the Auditor of Property Returns with his return for the period in which the property is taken up.

TRANSFERS TO STOCK.

56. When transferring property to stock (on the approval of the Chief Clerk of the Department or on the authority of an inspection report) invoices should be addressed to the "Stock and Shipping Section" and should bear the notation "On authority of letter dated _____, _____, approved by Chief Clerk under date of _____, _____," or "On authority of Inspection Report dated _____, _____, approved by the Secretary under date of _____, _____," as the case may be. One signed copy should be promptly forwarded to the Division of Supplies. One of the copies returned to the issuing officer should be forwarded to the Auditor of Property Returns with the return for the period in which the property is dropped.

TRANSFERS TO BOARD OF SURVEY.

57. When transferring property borne on inspection reports which direct that the same be sold, the method of invoicing should be the same as that prescribed for property transferred to stock, except that invoices should be addressed to the Board of Survey, and should bear the notation "On authority of Inspection Report dated _____, _____, approved by the Secretary under date of _____, _____." One of the copies returned to the issuing officer should be forwarded to the Auditor of Property Returns with the return for the period in which the property is dropped.

TRANSFERS TO ANOTHER BUREAU OR OFFICE.

58. When transferring property from one bureau or office to another on the approval of the Chief Clerk of the Department, or on the authority of an Inspection Report, the method of invoicing should be the same as that prescribed for property transferred to stock, except that invoices should be addressed to the proper officer, and should bear the notation "On authority of letter dated _____, _____, approved by the Chief Clerk of the Department under date of _____, _____," or "On authority of Inspection Report dated _____, _____, approved by the Secretary under date of _____, _____." A new property number for the articles transferred will be furnished the receiving officer upon request to the Auditor of Property Returns. One copy of the invoices returned to the issuing officer should be forwarded to the Auditor of Property Returns with the return for the period in which the property is dropped, and one copy of the invoices retained by the receiving officer should be forwarded to the Auditor of Property Returns with the return for the period in which the property is taken up.

TRANSFERS BETWEEN BUREAUS AND STATIONS OF THEIR FIELD SERVICES.

59. When transferring property between bureaus and stations of their field services, invoices addressed to the proper officer should be prepared and should bear the notation "On authority of (insert authority for the transfer) and request to drop the property from the return, approved by the Chief Clerk of the Department under date of _____, _____." (The latter to be inserted only when required.) If the issuing officer renders returns of property to the Secretary one of the copies returned to him should be forwarded to the Auditor

of Property Returns with the return for the period in which the property is to be dropped. If the receiving officer renders returns of property to the Secretary one of the copies retained by him will be forwarded to the Auditor of Property Returns with the return for the period in which the property is taken up.

TRANSFERS TO OTHER BRANCHES OF THE GOVERNMENT.

60. When transferring property to other branches of the Government by specific authority of law or by direction of the Secretary, invoices addressed to the proper officer should be prepared and should read "On authority of act of Congress (insert date of approval and reference to statute)" or "On authority of the Secretary in letter to _____ under date of _____, _____." One of the copies signed and returned to the issuing officer should be forwarded to the Auditor of Property Returns with the return for the period in which the property is to be dropped.

LOANS.

61. Invoices covering property loaned by one office or bureau to another should be addressed to the proper officer, and should be plainly marked "Loan." Upon the return of loaned property such transaction should be covered by invoice marked "Return of loan."

62. Copies of invoices covering the following articles and services need not be forwarded with the return of property:

Telephone service.	Services of Stock and Shipping Section.
Press clippings.	Repairs of all kinds.
Removal of ashes and rubbish.	Subscriptions.
Winding and repairing clocks.	Lettering and numbering.
Laundry.	Postage.
Time signal service.	Car tickets.
Services of engineer, except for a complete article to be accounted for on the return.	Envelopes.
Services of cabinetmaker, except for a complete article to be accounted for on the return.	Transportation:
Foreign exchanges, transportation of.	Personal.
Gas.	Freight, express, and drayage.
Electricity.	Toweling, paper.
Fuel.	Ice.
Library cards.	Water-cooling plant.
Gasoline.	Horseshoeing.
	Veterinary services.
	Forage.
	Travel subsistence.

E. F. SWEET, *Acting Secretary.*

No. 213, second edition (Bureau of Lighthouses).—RULES AND REGULATIONS GOVERNING PRIVATE AIDS TO NAVIGATION.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, March 25, 1915.

To whom it may concern:

Section 3 of the act of Congress approved June 20, 1906, authorizing additional aids to navigation in the Lighthouse Service, provides

¹ Supersedes Circulars No. 144 (February 26, 1907), No. 164 (March 21, 1908), No. 199 (November 4, 1909), No. 203 (February 3, 1910), and the first edition of this circular (July 26, 1910).

that after January 1, 1907, it shall be unlawful for any person, company, corporation, or municipality not under the control of the Commissioner of Lighthouses to establish, erect, or maintain in the navigable waters of the United States any light as an aid to navigation or any other aid to navigation similar to any of those maintained by the United States under the control and direction of the Commissioner of Lighthouses without first obtaining permission so to do from the Commissioner of Lighthouses in accordance with rules and regulations to be established by the Secretary of Commerce; and any person violating the provisions of this section or any of the rules and regulations established by the Secretary of Commerce in accordance herewith shall be deemed guilty of a misdemeanor and be subject to a fine not exceeding the sum of \$100 for each offense, and each day during which such violation shall continue shall be considered as a new offense.

In conformity with this authority, the following rules and regulations in regard to private aids to navigation similar to those maintained by the United States under the control and direction of the Commissioner of Lighthouses are hereby promulgated:

1. Any person, corporation, or municipality desiring to establish a private aid to navigation similar to those maintained by the Commissioner of Lighthouses, or to continue such private aid already established, shall apply to the Commissioner of Lighthouses, through the lighthouse inspector of the district in which such aid is situated, for authority to do so.

2. The application for such authority to establish or maintain a private aid shall be made, in triplicate, upon a blank form which will be furnished by the lighthouse inspector of the district in which such aid is situated, or by the Commissioner of Lighthouses.

3. Upon the receipt of an application to establish or maintain a private aid to navigation, the lighthouse inspector will make a report to the Commissioner of Lighthouses, with a recommendation.

4. Applicants for authority to establish or maintain private aids to navigation will be required to give the following information:

For lights.—Kind of lantern, illuminant, and where shown; height above water; color (red or white); visibility in miles; position of light, by angles or bearings, distances, etc., and, if practicable, by a portion of a chart showing graphically the location; name and post-office address of person or corporation at whose expense the light is to be maintained; name and post-office address of the person who will have charge of the light; time and dates during which it is proposed to display the light; number and character of vessels for whose benefit the light is to be maintained.

For fog signals.—The nature of signal (bell, horn, whistle, etc.); where to be maintained; position of fog signal, by angles or bearings, distances, etc., and, if practicable, by a portion of a chart showing graphically the location; name and post-office address of person or corporation desiring to establish or maintain the fog signal; time and dates the fog signal will be operated; number and character of vessels for whose benefit the fog signal is to be maintained.

For buoys, beacons, etc.—The nature of aid; color, etc.; where to be established; position of buoy or beacon, by angles or bearings, distances, etc., and, if practicable, by a portion of a chart showing graphically the location; depth of water, etc.; name and post-office

address of person or corporation desiring to establish or maintain the aid; number and character of vessels for whose benefit the aid is to be established or maintained.

5. All persons and corporations authorized to maintain private aids shall make annually, on January 1, a report to the Commissioner of Lighthouses, through the lighthouse inspector of the district in which the aids are situated, as to the condition of such aids.

6. When a private aid has been authorized, it shall not be discontinued, moved, or changed in any manner without authority from the Commissioner of Lighthouses, and the request for such authority should be made, through the lighthouse inspector of the district in which the aid is situated, in sufficient time to enable the commissioner to issue the customary Notice to Mariners 30 days in advance of the proposed change.

7. No private aids shall be maintained in any channel or navigable water of the United States which shall have been marked by and in a manner satisfactory to the Commissioner of Lighthouses; and any private aids that may have been authorized by the Commissioner of Lighthouses shall be removed without expense to the United States by the person or corporation establishing or maintaining such aids when requested so to do by the commissioner.

8. Nothing in these regulations will be construed to interfere with requirements of existing laws as to lighting bridges over navigable streams, nor with the laws requiring owners of wrecks in navigable channels, etc., to mark them with a buoy or beacon in the daytime and a light at night, etc.

9. Light and fog signals on ferry slips and on piers, used only by certain vessels, and stakes, bushes, and barrel buoys marking shallow and little-used channels will not be affected by these regulations.

PROTECTION OF AIDS TO NAVIGATION.

Section 6 of the act of Congress approved May 14, 1908, authorizing additional aids to navigation in the Lighthouse Service, provides that it shall be unlawful for any person to obstruct or interfere with any aid to navigation established or maintained in the Lighthouse Service under the Commissioner of Lighthouses, or to anchor any vessel in any of the navigable waters of the United States so as to obstruct or interfere with range lights maintained therein, and any person violating the provisions of this section shall be deemed guilty of a misdemeanor and be subject to a fine not exceeding the sum of \$500 for each offense, and each day during which such violation shall continue shall be considered as a new offense.

Pursuant to section 8 of the act of Congress approved March 3, 1915, authorizing aids to navigation and other works in the Lighthouse Service, private aids lawfully maintained under these regulations are entitled to the same protection against interference or obstruction as is afforded by the above law to Government aids. If such interference or obstruction occur, a prompt report containing all the evidence available should be made to the Commissioner of Lighthouses through the lighthouse inspector of the district in which the aids are situated.

WILLIAM C. REDFIELD, *Secretary.*

No. 217 (Steamboat-Inspection Service).—EXAMINATION AND CERTIFICATION OF FOREIGN PASSENGER STEAMERS OF NEW ZEALAND INSPECTED UNDER THE LAWS OF THAT COUNTRY.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 25, 1910.

To supervising and local inspectors of steamboats, collectors of customs, and masters, owners, and agents of merchant passenger steamers of New Zealand:

This Department having been officially advised by the honorable the Secretary of the Marine Department of New Zealand that the authorities of New Zealand will recognize as valid the steamboat-inspection certificates issued by the authorities of the United States to American steamers, and, in the case of vessels of the United States having unexpired certificates of inspection issued by officers of the United States Government, will dispense with any further inspection as regards hull, boilers, machinery, and equipments, including life-saving apparatus, except such as is necessary to satisfy the inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current United States certificate of inspection; and, furthermore, the Department being satisfied that New Zealand has inspection laws relating to passenger steamers approximating those of the United States, it is hereby ordered, under the authority conferred upon the Secretary of Commerce by the amendment to section 4400, Revised Statutes of the United States, approved March 17, 1906, that hereafter and until otherwise directed the merchant passenger steamers of New Zealand, sailing from ports in the United States and holding unexpired certificates of inspection issued by the duly constituted officers of New Zealand, shall be subject to no other inspection than such as is necessary to satisfy the local inspectors that the condition of the vessel, her boilers, and life-saving equipments are as stated in the said current certificate of inspection of New Zealand.

The masters, owners, or agents of merchant passenger steamers of New Zealand, other than steamers holding certificates of inspection issued by the authorities of the United States, shall, immediately upon arriving at ports in the United States, file in the office of the local inspectors of steamboats having jurisdiction in such ports a copy of their current certificate of inspection of New Zealand.

Masters, owners, or agents of the merchant passenger steamers of New Zealand holding unexpired United States certificates of inspection shall also furnish the local inspectors with a copy of their current certificate of inspection of New Zealand upon arrival at a United States port on their last voyage preceding the date of expiration of the current United States certificate held by such steamer, and it shall thereafter be examined and certificated in the manner provided herein.

The local inspectors will, upon receipt of the copy of the certificate of inspection of New Zealand, proceed at once to make the examination necessary to comply with the requirements of the act of March 17, 1906, heretofore referred to.

If after such examination the local inspectors shall find that the existing conditions of the vessel, her boilers, machinery, and life-

saving equipments conform to the provisions of the steamer's current certificate of inspection of New Zealand, they shall furnish the master, owners, or agents a certificate to that effect on Form 989 (old No. 2178). Said certificate will be dated to expire on the date of expiration of the said steamer's certificate of New Zealand on file in the inspectors' office.

The inspectors will also send to the collector of customs, for file in the custom-house, a copy¹ of the certificate issued by them, as evidence upon which the clearance may be granted—this in lieu of Form 987 (old No. 2177), formerly required to be on file for this purpose, to comply with the provisions of section 4498, Revised Statutes.²

CHARLES NAGEL, *Secretary*.

No. 218.—RULES GOVERNING THE SALE OF MILK IN BUILDINGS OF THE DEPARTMENT.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, December 1, 1910.

To officers and employees of Department of Commerce in Washington, D. C.:

In order that no milk containing extraneous matter, raw milk from cows not known to be free from tuberculosis, or milk of unknown origin may be sold in buildings or parts of buildings under the jurisdiction of the Department in Washington, it is hereby ordered that no milk shall be sold in any such buildings or parts of buildings that is not equal to the classification as defined in Circular No. 114 of the Bureau of Animal Industry, Department of Agriculture, a transcript from which is printed on the reverse side of this circular.

The standard of such milk shall be determined by the Dairy Division, Bureau of Animal Industry; and no person or company shall be permitted to sell milk in any of the buildings or parts of buildings above mentioned without a permit from the Chief Clerk of the Department, countersigned by the Chief of the Dairy Division, Bureau of Animal Industry, Department of Agriculture.

Officers in charge of buildings in which milk is delivered will see that this order is enforced and that no milk is sold therein except under permit as above provided for.

This order shall be effective beginning December 15, 1910.

CHARLES NAGEL, *Secretary*.

TRANSCRIPT FROM BUREAU OF ANIMAL INDUSTRY CIRCULAR 114, RELATING TO CLASSIFICATION OF MILK.

CLASSIFICATION OF MILK.

In order that the milk supply of the District may be pure, it must come from healthy cows, properly fed, that are neither about to calve nor have recently calved. The milk from these cows must be drawn in a cleanly manner and be

¹ In the original print of this circular a duplicate of the certificate was specified instead of a copy.

² Section 4498 amended by act of March 3, 1905 (33 Stat. L., 1032).

promptly cooled. All persons engaged in handling milk must be free from communicable diseases and of cleanly habits. All receptacles into which the milk passes and all utensils and apparatus used in handling it must be perfectly clean, and the milk after having been promptly cooled must be kept cool until delivered to the consumer. Actually to attain ideal conditions with respect to milk is difficult and expensive, and adds materially to the cost of the milk, and therefore to the selling price. But to undertake earnestly to approximate such conditions is less difficult and less expensive, and for practical purposes may be regarded as yielding a reasonably satisfactory and reasonably safe milk.

The conference recommends that there be recognized by law three grades of milk, as follows:

Class 1. Certified milk.—The use of this term should be limited to milk produced at dairies subjected to periodic inspection and the products of which are subjected to frequent analyses. The cows producing such milk must be properly fed and watered, free from tuberculosis, as shown by the tuberculin test, and from all other communicable diseases, and from all diseases and conditions whatsoever likely to deteriorate the milk. They are to be housed in clean stables, properly ventilated, and to be kept clean. All those who come in contact with the milk must exercise scrupulous cleanliness, and such persons must not harbor the germs of typhoid fever, tuberculosis, diphtheria, and other infections liable to be conveyed by the milk. Milk must be drawn under all precautions necessary to avoid infection, and be immediately strained and cooled, packed in sterilized bottles, and kept at a temperature not exceeding 50° F. until delivered to the consumer. Pure water, as determined by chemical and bacteriological examination, is to be provided for use throughout the dairy farm and dairy. Certified milk should not contain more than 10,000 bacteria per cubic centimeter, and should not be more than 12 hours old when delivered. Such milk shall be certified by the health officer of the District of Columbia.

Class 2. Inspected milk.—This term should be limited to clean raw milk from healthy cows, as determined by the tuberculin test and physical examination by a qualified veterinary surgeon. The cows are to be fed, watered, housed, and milked under good conditions, but not necessarily equal to the conditions provided for class 1. All those who come in contact with the milk must exercise scrupulous cleanliness, and such persons must not harbor the germs of typhoid fever, tuberculosis, diphtheria, and other infections liable to be conveyed by the milk. This milk is to be delivered in sterilized containers, and is to be kept at a temperature not exceeding 50° F. until it reaches the consumer. It shall contain not more than 100,000 bacteria per cubic centimeter.

Class 3. Pasteurized milk.—Milk from the dairies not able to comply with the requirements specified for the production of milk of classes 1 and 2 is to be pasteurized before being sold, and must be sold under the designation "pasteurized milk." Milk for pasteurization shall be kept at all times at a temperature not exceeding 60° F. while in transit from the dairy farm to the pasteurization plant, and milk after pasteurization shall be placed in sterilized containers and delivered to the consumer at a temperature not exceeding 50° F. All milk of an unknown origin shall be placed in class 3 and subjected to clarification and pasteurization. No cow in any way unfit for the production of milk for use by man, as determined upon physical examination by an authorized veterinarian, and no cow suffering from a communicable disease, except as specified below, shall be permitted to remain on any dairy farm on which milk of class 3 is produced, except that cows which upon physical examination do not show physical signs of tuberculosis may be included in dairy herds supplying milk of this class, although they may have reacted to the tuberculin test.

This milk is to be clarified and pasteurized at central pasteurization plants, which shall be under the personal supervision of an officer or officers of the health department. These pasteurizing plants may be provided either by private enterprise or by the District government, and shall be located within the city of Washington.

By the term "pasteurization," as used herein, is meant the heating of milk to a temperature of 150° F. or 65° C. for 20 minutes, or 160° F. or 70° C. for 10 minutes, as soon as practicable after milking, in inclosed vessels, preferably the final containers, and after such heating immediate cooling to a temperature not exceeding 50° F. or 10° C.

No milk shall be regarded as pure and wholesome which, after standing for two hours or less, reveals a visible sediment at the bottom of the bottle.

No dairy farm shall be permitted to supply milk of a higher class than the class for which its permit has been issued, and each dairy farm supplying milk

of a specified class shall be separate and distinct from any dairy farm of a different class; the same owner, however, may supply different classes of milk, providing the dairy farms are separate and distinct, as above indicated.

No. 219.—EXECUTIVE ORDER FORBIDDING OFFICERS AND EMPLOYEES OF THE GOVERNMENT FROM INSTRUCTING PERSONS WITH A VIEW TO THEIR PREPARATION FOR EXAMINATIONS OF THE BOARDS OF EXAMINERS FOR THE DIPLOMATIC AND CONSULAR SERVICES.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, January 4, 1911.

To officers and employees of the Department of Commerce:

Attention is called to the following Executive order forbidding officers and employees of the Government, under penalty of removal, from instructing or being concerned in any manner in the instruction of any person or classes of persons, with a view to their special preparation for the examinations of the boards of examiners for the diplomatic and consular services. The head of each bureau or office is hereby requested to bring the contents of this Executive order to the attention of the persons serving under their direction by causing copies of the circular to be posted in conspicuous places in the offices under their charge and by other appropriate means.

CHARLES NAGEL, *Secretary.*

No. 1277.]

EXECUTIVE ORDER.

No officer or employee of the Government shall, directly or indirectly, instruct or be concerned in any manner in the instruction of any person or classes of persons, with a view to their special preparation for the examinations of the Boards of Examiners for the diplomatic and consular services.

The fact that any officer or employee is found so engaged shall be considered sufficient cause for his removal from the service.

WM. H. TAFT.

THE WHITE HOUSE, *December 23, 1910.*

No. 222.—PULLMAN BERTHS PROCURED ON GOVERNMENT TRANSPORTATION REQUESTS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, February 14, 1911.

To officers and employees of the Department of Commerce:

Effective February 1, 1911, the rate for upper berths in Pullman cars was made 80 per cent of the rate for lower berths, with the minimum rate of \$1.25 for standard service and a minimum rate of \$1 for tourist service.

Employees of the Department of Commerce securing berths on government requests for transportation will state on the transportation request, as well as on the coupon thereof, the kind of berth furnished, and attach the coupon of the ticket furnished on the government request for transportation to the coupon of the transportation request, and transmit both to the proper administrative bureau.

BENJ. S. CABLE, *Acting Secretary.*

¹ See also No. 101 (October 27, 1905) for similar order relating to all civil-service examinations.

No. 228.—ASSIGNMENT OF SALARIES BY EMPLOYEES.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, June 16, 1911.

To officers and employees of the Department of Commerce:

The act of Congress approved June 17, 1910, entitled "An act making appropriations for the legislative, executive, and judicial expenses of the Government for the fiscal year ending June 30, 1911, and for other purposes" (36 Stats., 524), provides:

That the Secretary of Commerce [and Labor] is hereby authorized, under such regulations as he may prescribe, to permit officers and employees of the several bureaus and divisions of the Department of Commerce [and Labor] to assign their salaries while absent from Washington, District of Columbia, and employed in the field.

In conformity with this provision of law it is hereby ordered that officers and employees of the several bureaus and divisions of the Department of Commerce shall be permitted to make assignments of salaries to immediate members of their families or any persons dependent upon them for support or to recognized banking institutions for deposit to credit of the employees' bank accounts. Such assignment shall be approved by the Disbursing Clerk of the Department of Commerce or the disbursing clerk of any bureau or office in the Department of Commerce making payment, and may be revoked upon the recommendation of such disbursing clerk, who must state good and sufficient reasons therefor.

All assignments shall be made upon a form provided therefor, which must contain an express direction to the disbursing clerk to pay the salary of the employee to the person or institution therein mentioned. This assignment must be furnished in duplicate, and must be signed in duplicate by the person making the assignment and also by the person or officer of the institution to whom payment under the assignment is to be made. The two signatures are to be witnessed.

Under no circumstances will an assignment under these regulations or any order for salary be approved or honored by the disbursing clerk when in the nature of an assignment or making over of salary for value received, or when made payable as security for a loan, or under any circumstances when made payable to loan brokers, loan companies, or agents thereof.

Under these regulations payment must be made by check. The check drawn under an assignment shall be made payable to the assignee, but shall contain on its face a statement of the purpose for which drawn and the name of the person on account of whom the payment is made, together with the words "Under assignment," in order that the payment may be fully identified in accounting offices of the Treasury Department.

One copy of the assignment so furnished shall be forwarded to the Auditor for the State and other Departments for his information, and the other copy shall be retained in the office of the Disbursing Clerk of the Department of Commerce or of the disbursing clerk of any bureau or office making the payment.

CHARLES NAGEL, *Secretary.*

No. 230, second edition (Bureau of Navigation).—**RULES TO PREVENT COLLISIONS OF VESSELS.**¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, June 8, 1917.

To collectors of customs and others concerned:

The attention of all persons concerned is invited to the rules to prevent collisions of vessels printed on the following pages.

In the left-hand column are printed the revised international rules. In the right-hand column are printed the rules for the navigation of rivers, harbors, and inland waters of the United States navigable by seagoing vessels.

The rules in this circular do not apply to the Great Lakes and connecting and tributary waters as far east as Montreal. Rules for those waters are distinct and are published in Department Circular No. 231.

The rules in this circular do not apply to the Red River of the North and rivers flowing into the Gulf of Mexico and their tributaries. To these waters the rules now in use, to be found in section 4233 of the Revised Statutes of the United States and its amendments, and rules made, pursuant to section 4412 of the Revised Statutes, by the Board of Supervising Inspectors of Steam Vessels, will continue in force.

Following these rules, on pages 90–93, are printed the lines of demarcation within which the inland rules of the right-hand column are applicable (except, as already noted, on the Red River of the North and rivers flowing into the Gulf of Mexico and their tributaries), and also the lines of demarcation of inland waters of the United States bordering on the Gulf of Mexico where the pilot rules for western rivers apply.

Attention is directed to the definition common to both rules: "The words 'steam vessel' shall include any vessel propelled by machinery."

The act approved June 9, 1910, to amend laws for preventing collisions of vessels and to regulate equipment of certain motor boats on the navigable waters of the United States does not alter or amend the revised international rules in the left-hand columns on the following pages. It does modify the inland rules in the right-hand columns so far as concerns motor boats, defined to include "every vessel propelled by machinery and not more than sixty-five feet in length except tugboats and towboats propelled by steam." The motor-boat law applies also to the Great Lakes and western rivers.

WILLIAM C. REDFIELD, *Secretary.*

¹ Supersedes No. 61 (March 9, 1905), No. 88 (August 4, 1905), No. 154 (July 22, 1907), No. 158 (November 21, 1907), and the first edition of this circular (June 27, 1911). The act approved May 25, 1914, amends section 2 of the Inland Rules as printed in the previous edition of this circular. The amended additions are in parentheses in this edition (page 76). The previous edition, so far as it relates to the lines of demarcation on pages 90 to 93, has been modified in numerous particulars. The act approved June 9, 1910, is now printed as Department Circular No. 236, and is therefore omitted from this edition.

INTERNATIONAL RULES.

I.—ENACTING CLAUSE, SCOPE,
AND PENALTY.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the following regulations for preventing collisions at sea shall be followed by all public and private vessels of the United States upon the high seas and in all waters connected therewith, navigable by seagoing vessels.

ART. 30. Nothing in these rules shall interfere with the operation of a special rule, duly made by local authority, relative to the navigation of any harbor, river, or inland waters.

INLAND RULES.

I.—ENACTING CLAUSE, SCOPE,
AND PENALTY.

Whereas the provisions of chapter eight hundred and two of the laws of eighteen hundred and ninety, and the amendments thereto, adopting regulations for preventing collisions at sea [i. e., international rules of left-hand column], apply to all waters of the United States connected with the high seas navigable by seagoing vessels, except so far as the navigation of any harbor, river, or inland waters is regulated by special rules duly made by local authority; and

Whereas it is desirable that the regulations relating to the navigation of all harbors, rivers, and inland waters of the United States, except the Great Lakes and their connecting and tributary waters as far east as Montreal and the Red River of the North and rivers emptying into the Gulf of Mexico and their tributaries, shall be stated in one act: Therefore,

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the following regulations for preventing collisions shall be followed by all vessels navigating all harbors, rivers, and inland waters of the United States, except the Great Lakes and their connecting and tributary waters as far east as Montreal and the Red River of the North and rivers emptying into the Gulf of Mexico and their tributaries, and are hereby declared special rules duly made by local authority:

SEC. 3. That every pilot, engineer, mate, or master of any steam vessels, and every master or mate of any barge or canal boat, who neglects or refuses to observe the provisions of this act, or the regulations established in pursuance of the preceding section [see section 2, page 4], shall be liable to a penalty of fifty dollars, and for all damages sustained by any passenger in his person or baggage by such neglect or refusal: Provided, That nothing herein shall relieve any vessel, owner, or corporation from any liability incurred by reason of such neglect or refusal.

SEC. 4. That every vessel that shall be navigated without complying with the provisions of this act shall be liable to a penalty of two hundred dollars, one-half to go to the informer,

for which sum the vessel so navigated shall be liable and may be seized and proceeded against by action in any district court of the United States having jurisdiction of the offense.

PRELIMINARY DEFINITIONS.

In the following rules every steam vessel which is under sail and not under steam is to be considered a sailing vessel, and every vessel under steam, whether under sail or not, is to be considered a steam vessel.

The words "steam vessel" shall include any vessel propelled by machinery.

A vessel is "under way," within the meaning of these rules, when she is not at anchor, or made fast to the shore, or aground.

II.—LIGHTS, AND SO FORTH.

The word "visible" in these rules when applied to lights shall mean visible on a dark night with a clear atmosphere.

ARTICLE 1. The rules concerning lights shall be complied with in all weathers from sunset to sunrise, and during such time no other lights which may be mistaken for the prescribed lights shall be exhibited.

STEAM VESSELS—MASTHEAD LIGHT.

ART. 2. A steam vessel when under way shall carry—(a) On or in front of the foremast, or if a vessel without a foremast, then in the fore part of the vessel, at a height above the hull of not less than twenty feet, and if the breadth of the vessel exceeds twenty feet, then at a height above the hull not less than such breadth, so, however, that the light need not be carried at a greater height above the hull than forty feet, a bright white light, so constructed as to show an unbroken light over an arc of the horizon of twenty points of the compass, so fixed as to throw the light ten points on each side of the vessel, namely, from right ahead to two points abaft the beam on either side, and of such a character as to be visible at a distance of at least five miles.

STEAM VESSELS—SIDE LIGHTS.

(b) On the starboard side a green light so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the

PRELIMINARY DEFINITIONS.

In the following rules every steam vessel which is under sail and not under steam is to be considered a sailing vessel, and every vessel under steam, whether under sail or not, is to be considered a steam vessel.

The words "steam vessel" shall include any vessel propelled by machinery.

A vessel is "under way," within the meaning of these rules, when she is not at anchor, or made fast to the shore, or aground.

II.—LIGHTS, AND SO FORTH.

The word "visible" in these rules, when applied to lights, shall mean visible on a dark night with a clear atmosphere.

ARTICLE 1. The rules concerning lights shall be complied with in all weathers from sunset to sunrise, and during such time no other lights which may be mistaken for the prescribed lights shall be exhibited.

STEAM VESSELS—MASTHEAD LIGHT.

ART. 2. A steam vessel when under way shall carry—(a) On or in the front of the foremast, or if a vessel without a foremast, then in the fore part of the vessel, a bright white light so constructed as to show an unbroken light over an arc of the horizon of twenty points of the compass, so fixed as to throw the light ten points on each side of the vessel, namely, from right ahead to two points abaft the beam on either side, and of such a character as to be visible at a distance of at least five miles.

STEAM VESSELS—SIDE LIGHTS.

(b) On the starboard side a green light so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the

beam on the starboard side, and of such a character as to be visible at a distance of at least two miles.

(c) On the port side a red light so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the port side, and of such a character as to be visible at a distance of at least two miles.

(d) The said green and red side lights shall be fitted with inboard screens projecting at least three feet forward from the light, so as to prevent these lights from being seen across the bow.

STEAM VESSELS—RANGE LIGHTS.

(e) A steam vessel when under way may carry an additional white light similar in construction to the light mentioned in subdivision (a). These two lights shall be so placed in line with the keel that one shall be at least fifteen feet higher than the other, and in such a position with reference to each other that the lower light shall be forward of the upper one. The vertical distance between these lights shall be less than the horizontal distance.

STEAM VESSELS WHEN TOWING.

ART. 3. A steam vessel when towing another vessel shall, in addition to her side lights, carry two bright white lights in a vertical line one over the other, not less than six feet apart, and when towing more than one vessel shall carry an additional bright white light six feet above or below such lights, if the length of the tow measuring from the stern of the towing vessel to the stern of the last vessel towed exceeds six hundred feet. Each of these lights shall be of the same construction and character, and shall be

starboard side, and of such a character as to be visible at a distance of at least two miles.

(c) On the port side a red light so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the port side, and of such a character as to be visible at a distance of at least two miles.

(d) The said green and red side lights shall be fitted with inboard screens projecting at least three feet forward from the light, so as to prevent these lights from being seen across the bow.

STEAM VESSELS—RANGE LIGHTS.

(e) A seagoing steam vessel when under way may carry an additional white light similar in construction to the light mentioned in subdivision (a). These two lights shall be so placed in line with the keel that one shall be at least fifteen feet higher than the other, and in such a position with reference to each other that the lower light shall be forward of the upper one. The vertical distance between these lights shall be less than the horizontal distance.

(f) All steam vessels (except seagoing vessels and ferryboats), shall carry in addition to green and red lights required by article two (b), (c), and screens as required by article two (d), a central range of two white lights; the after light being carried at an elevation at least fifteen feet above the light at the head of the vessel. The headlight shall be so constructed as to show an unbroken light through twenty points of the compass, namely, from right ahead to two points abaft the beam on either side of the vessel, and the after light so as to show all around the horizon.

STEAM VESSELS WHEN TOWING.

ART. 3. A steam vessel when towing another vessel shall, in addition to her side lights, carry two bright white lights in a vertical line one over the other, not less than three feet apart, and when towing more than one vessel shall carry an additional bright white light three feet above or below such lights, if the length of the tow measuring from the stern of the towing vessel to the stern of the last vessel towed exceeds six hundred feet. Each of these lights shall be of the same construction and character, and shall

carried in the same position as the white light mentioned in article two (a), excepting the additional light, which may be carried at a height of not less than fourteen feet above the hull.

Such steam vessel may carry a small white light abaft the funnel or aftermast for the vessel towed to steer by, but such light shall not be visible forward of the beam.

be carried in the same position as the white light mentioned in article two (a) or the after range light mentioned in article two (f).

Such steam vessel may carry a small white light abaft the funnel or aftermast for the vessel towed to steer by, but such light shall not be visible forward of the beam.

SPECIAL LIGHTS.

ART. 4. (a) A vessel which from any accident is not under command shall carry at the same height as a white light mentioned in article two (a), where they can best be seen, and if a steam vessel in lieu of that light two red lights, in a vertical line one over the other, not less than six feet apart, and of such a character as to be visible all around the horizon at a distance of at least two miles; and shall by day carry in a vertical line one over the other, not less than six feet apart, where they can best be seen, two black balls or shapes, each two feet in diameter.

(b) A vessel employed in laying or in picking up a telegraph cable shall carry in the same position as the white light mentioned in article two (a), and if a steam vessel in lieu of that light three lights in a vertical line one over the other not less than six feet apart. The highest and lowest of these lights shall be red, and the middle light shall be white, and they shall be of such a character as to be visible all around the horizon, at a distance of at least two miles. By day she shall carry in a vertical line, one over the other, not less than six feet apart, where they can best be seen, three shapes not less than two feet in diameter, of which the highest and lowest shall be globular in shape and red in color, and the middle one diamond in shape and white.

(c) The vessels referred to in this article, when not making way through the water, shall not carry the side lights, but when making way shall carry them.

(d) The lights and shapes required to be shown by this article are to be taken by other vessels as signals that the vessel showing them is not under command and can not therefore get out of the way.

These signals are not signals of vessels in distress and requiring assistance. Such signals are contained in article thirty-one.

LIGHTS FOR SAILING VESSELS AND VESSELS IN TOW.

ART. 5. A sailing vessel under way and any vessel being towed shall carry the same lights as are prescribed by article two for a steam vessel under way, with the exception of the white lights mentioned therein, which they shall never carry.

LIGHTS FOR SAILING VESSELS AND VESSELS IN TOW.

ART. 5. *A sailing vessel under way or being towed shall carry the same lights as are prescribed by article two for a steam vessel under way, with the exception of the white lights mentioned therein, which they shall never carry.*

LIGHTS FOR FERRYBOATS, BARGES, AND CANAL BOATS IN TOW.

SEC. 2. *That the supervising inspectors of steam vessels and the Supervising Inspector-General shall establish such rules to be observed by steam vessels in passing each other and as to the lights to be carried by ferryboats and by barges and canal boats when in tow of steam vessels, (and as to the lights and day signals to be carried by vessels, dredges of all types, and vessels working on wrecks by [or] other obstruction to navigation or moored for submarine operations, or made fast to a sunken object which may drift with the tide or be towed,) not inconsistent with the provisions of this act, as they from time to time may deem necessary for safety, which rules, when approved by the Secretary of Commerce, are hereby declared special rules duly made by local authority, as provided for in article thirty of chapter eight hundred and two of the laws of eighteen hundred and ninety. Two printed copies of such rules shall be furnished to such ferryboats (barges, dredges, canal boats, vessels working on wrecks,) and steam vessels, which rules shall be kept posted up in conspicuous places in such vessels (, barges, dredges, and boats).*

LIGHTS FOR SMALL VESSELS.

ART. 6. Whenever, as in the case of small vessels under way during bad weather, the green and red side lights can not be fixed, these lights shall be kept at hand, lighted and ready for use; and shall, on the approach of or to other vessels, be exhibited on their respective sides in sufficient time to prevent collision, in such manner as to make them most visible, and so that the green light shall not be seen on the port side nor the red light on the starboard side, nor, if practicable, more than two points abaft the beam on their respective sides. To make the use of these portable lights more certain and easy the lanterns containing them shall each be painted outside with the color of the light they respec-

LIGHTS FOR SMALL VESSELS.

ART. 6. *Whenever, as in the case of vessels of less than ten gross tons under way during bad weather, the green and red side lights can not be fixed, these lights shall be kept at hand, lighted and ready for use; and shall, on the approach of or to other vessels, be exhibited on their respective sides in sufficient time to prevent collision, in such manner as to make them most visible, and so that the green light shall not be seen on the port side nor the red light on the starboard side, nor, if practicable, more than two points abaft the beam on their respective sides. To make the use of these portable lights more certain and easy the lanterns containing them shall each be painted outside*

tively contain, and shall be provided with proper screens.

LIGHTS FOR SMALL STEAM AND SAIL VESSELS AND OPEN BOATS.

ART. 7. Steam vessels of less than forty, and vessels under oars or sails of less than twenty tons gross tonnage, respectively, and rowing boats, when under way, shall not be required to carry the lights mentioned in article two (a), (b), and (c), but if they do not carry them they shall be provided with the following lights:

First. Steam vessels of less than forty tons shall carry—

(a) In the fore part of the vessel, or on or in front of the funnel, where it can best be seen, and at a height above the gunwale of not less than nine feet, a bright white light constructed and fixed as prescribed in article two (a), and of such a character as to be visible at a distance of at least two miles.

(b) Green and red side lights constructed and fixed as prescribed in article two (b) and (c), and of such a character as to be visible at a distance of at least one mile, or a combined lantern showing a green light and a red light from right ahead to two points abaft the beam on their respective sides. Such lanterns shall be carried not less than three feet below the white light.

Second. Small steamboats, such as are carried by seagoing vessels, may carry the white light at a less height than nine feet above the gunwale, but it shall be carried above the combined lantern mentioned in subdivision one (b).

Third. Vessels under oars or sails of less than twenty tons shall have ready at hand a lantern with a green glass on one side and a red glass on the other, which, on the approach of or to other vessels, shall be exhibited in sufficient time to prevent collision, so that the green light shall not be seen on the port side nor the red light on the starboard side.

Fourth. Rowing boats, whether under oars or sail, shall have ready at hand a lantern showing a white light which shall be temporarily exhibited in sufficient time to prevent collision.

The vessels referred to in this article shall not be obliged to carry the lights prescribed by article four (a) and article eleven, last paragraph.

with the color of the light they respectively contain, and shall be provided with proper screens.

ART. 7. *Rowing boats, whether under oars or sail, shall have ready at hand a lantern showing a white light which shall be temporarily exhibited in sufficient time to prevent collision.*

LIGHTS FOR PILOT VESSELS.

ART. 8. Pilot vessels when engaged on their station on pilotage duty shall not show the lights required for other vessels, but shall carry a white light at the masthead, visible all around the horizon, and shall also exhibit a flare-up light or flare-up lights at short intervals, which shall never exceed fifteen minutes.

. On the near approach of or to other vessels they shall have their side lights lighted, ready for use, and shall flash or show them at short intervals, to indicate the direction in which they are heading, but the green light shall not be shown on the port side, nor the red light on the starboard side.

A pilot vessel of such a class as to be obliged to go alongside of a vessel to put a pilot on board may show the white light instead of carrying it at the masthead, and may, instead of the colored lights above mentioned, have at hand, ready for use, a lantern with green glass on the one side and red glass on the other, to be used as prescribed above.

Pilot vessels when not engaged on their station on pilotage duty shall carry lights similar to those of other vessels of their tonnage.

A steam pilot vessel, when engaged on her station on pilotage duty and in waters of the United States, and not at anchor, shall, in addition to the lights required for all pilot boats, carry at a distance of eight feet below her white masthead light a red light, visible all around the horizon and of such a character as to be visible on a dark night with a clear atmosphere at a distance of at least two miles, and also the colored side lights required to be carried by vessels when under way.

When engaged on her station on pilotage duty and in waters of the United States, and at anchor, she shall carry in addition to the lights required for all pilot boats the red light above mentioned, but not the colored side lights. When not engaged on her station on pilotage duty, she shall carry the same lights as other steam vessels.

LIGHTS, ETC., OF FISHING VESSELS.

ART. 9. Fishing vessels and fishing boats, when under way and when not required by this article to carry or show the lights hereinafter specified, shall carry or show the lights pre-

LIGHTS FOR PILOT VESSELS.

ART. 8. Pilot vessels when engaged on their stations on pilotage duty shall not show the lights required for other vessels, but shall carry a white light at the masthead, visible all around the horizon, and shall also exhibit a flare-up light or flare-up lights at short intervals, which shall never exceed fifteen minutes.

On the near approach of or to other vessels they shall have their side lights lighted, ready for use, and shall flash or show them at short intervals, to indicate the direction in which they are heading, but the green light shall not be shown on the port side nor the red light on the starboard side.

A pilot vessel of such a class as to be obliged to go alongside of a vessel to put a pilot on board may show the white light instead of carrying it at the masthead, and may, instead of the colored lights above mentioned, have at hand, ready for use, a lantern with a green glass on the one side and a red glass on the other, to be used as prescribed above.

Pilot vessels, when not engaged on their station on pilotage duty, shall carry lights similar to those of other vessels of their tonnage.

A steam pilot vessel, when engaged on her station on pilotage duty and in waters of the United States, and not at anchor, shall, in addition to the lights required for all pilot boats, carry at a distance of eight feet below her white masthead light a red light, visible all around the horizon and of such a character as to be visible on a dark night with a clear atmosphere at a distance of at least two miles, and also the colored side lights required to be carried by vessels when under way.

When engaged on her station on pilotage duty and in waters of the United States, and at anchor, she shall carry in addition to the lights required for all pilot boats the red light above mentioned, but not the colored side lights. When not engaged on her station on pilotage duty, she shall carry the same lights as other steam vessels.

LIGHTS, ETC., OF FISHING VESSELS.

ART. 9. (a) Fishing vessels of less than ten gross tons, when under way and when not having their nets, trawls, dredges, or lines in the water, shall not be obliged to carry the

scribed for vessels of their tonnage under way.

(a) Open boats, by which is to be understood boats not protected from the entry of sea water by means of a continuous deck, when engaged in any fishing at night, with outlying tackle extending not more than one hundred and fifty feet horizontally from the boat into the seaway, shall carry one all-round white light.

Open boats, when fishing at night, with outlying tackle extending more than one hundred and fifty feet horizontally from the boat into the seaway, shall carry one all-round white light, and in addition, on approaching or being approached by other vessels, shall show a second white light at least three feet below the first light and at a horizontal distance of at least five feet away from it in the direction in which the outlying tackle is attached.

(b) Vessels and boats, except open boats as defined in subdivision (a), when fishing with drift nets, shall, so long as the nets are wholly or partly in the water, carry two white lights where they can best be seen. Such lights shall be placed so that the vertical distance between them shall be not less than six feet and not more than fifteen feet, and so that the horizontal distance between them, measured in a line with the keel, shall be not less than five feet and not more than ten feet. The lower of these two lights shall be in the direction of the nets, and both of them shall be of such a character as to show all around the horizon, and to be visible at a distance of not less than three miles.

Within the Mediterranean Sea and in the seas bordering the coasts of Japan and Korea sailing fishing vessels of less than twenty tons gross tonnage shall not be obliged to carry the lower of these two lights. Should they, however, not carry it, they shall show in the same position (in the direction of the net or gear) a white light, visible at a distance of not less than one sea mile, on the approach of or to other vessels.

(c) Vessels and boats, except open boats as defined in subdivision (a), when line fishing with their lines out and attached to or hauling their lines, and when not at anchor or stationary within the meaning of subdivision (h), shall carry the same lights as vessels fishing with drift nets. When shooting lines, or fishing with towing lines, they shall carry the lights prescribed for a steam or sailing vessel under way, respectively.

colored side lights; but every such vessel shall, in lieu thereof, have ready at hand a lantern with a green glass on one side and a red glass on the other side, and on approaching to or being approached by another vessel such lantern shall be exhibited in sufficient time to prevent collision, so that the green light shall not be seen on the port side nor the red light on the starboard side.

(b) All fishing vessels and fishing boats of ten gross tons or upward, when under way and when not having their nets, trawls, dredges, or lines in the water, shall carry and show the same lights as other vessels under way.

(c) All vessels, when trawling, dredging, or fishing with any kind of drag nets or lines, shall exhibit, from some part of the vessel where they can be best seen, two lights. One of these lights shall be red and the other shall be white. The red light shall be above the white light, and shall be at a vertical distance from it of not less than six feet and not more than twelve feet; and the horizontal distance between them, if any, shall not be more

Within the Mediterranean Sea and in the seas bordering the coasts of Japan and Korea sailing fishing vessels of less than twenty tons gross tonnage shall not be obliged to carry the lower of these two lights. Should they, however, not carry it, they shall show in the same position (in the direction of the lines) a white light, visible at a distance of not less than one sea mile on the approach of or to other vessels.

(d) Vessels when engaged in trawling, by which is meant the dragging of an apparatus along the bottom of the sea—

First. If steam vessels, shall carry in the same position as the white light mentioned in article two (a) a tri-colored lantern so constructed and fixed as to show a white light from right ahead to two points on each bow, and a green light and a red light over an arc of the horizon from two points on each bow to two points abaft the beam on the starboard and port sides, respectively; and not less than six nor more than twelve feet below the tri-colored lantern a white light in a lantern, so constructed as to show a clear, uniform, and unbroken light all around the horizon.

Second. If sailing vessels, shall carry a white light in a lantern, so constructed as to show a clear, uniform, and unbroken light all around the horizon, and shall also, on the approach of or to other vessels, show where it can best be seen a white flare-up light or torch in sufficient time to prevent collision.

All lights mentioned in subdivision (d) first and second shall be visible at a distance of at least two miles.

(e) Oyster dredgers and other vessels fishing with dredge nets shall carry and show the same lights as trawlers.

(f) Fishing vessels and fishing boats may at any time use a flare-up light in addition to the lights which they are by this article required to carry and show, and they may also use working lights.

(g) Every fishing vessel and every fishing boat under one hundred and fifty feet in length, when at anchor, shall exhibit a white light visible all around the horizon at a distance of at least one mile.

Every fishing vessel of one hundred and fifty feet in length or upward, when at anchor, shall exhibit a white light visible all around the horizon at a distance of at least one mile, and shall exhibit a second light as provided for vessels of such length by article eleven.

than ten feet. These two lights shall be of such a character and contained in lanterns of such construction as to be visible all round the horizon, the white light a distance of not less than three miles and the red light of not less than two miles.

LIGHTS FOR RAFTS OR OTHER CRAFT
NOT PROVIDED FOR.

(d) Rafts, or other water craft not herein provided for, navigating by hand power, horse power, or by the current of the river, shall carry one or more good white lights, which shall be placed in such manner as shall be prescribed by the Board of Supervising Inspectors of Steam Vessels.

Should any such vessel, whether under one hundred and fifty feet in length or of one hundred and fifty feet in length or upward, be attached to a net or other fishing gear, she shall on the approach of other vessels show an additional white light at least three feet below the anchor light, and at a horizontal distance of at least five feet away from it in the direction of the net or gear.

(h) If a vessel or boat when fishing becomes stationary in consequence of her gear getting fast to a rock or other obstruction, she shall in daytime haul down the day signal required by subdivision (k); at night show the light or lights prescribed for a vessel at anchor; and during fog, mist, falling snow, or heavy rain storms make the signal prescribed for a vessel at anchor. (See subdivision (d) and the last paragraph of article fifteen.)

(i) In fog, mist, falling snow, or heavy rain storms drift-net vessels attached to their nets, and vessels when trawling, dredging, or fishing with any kind of drag net, and vessels line fishing with their lines out, shall, if of twenty tons gross tonnage or upward, respectively, at intervals of not more than one minute make a blast; if steam vessels, with the whistle or siren, and if sailing vessels, with the fog-horn, each blast to be followed by ringing the bell. Fishing vessels and boats of less than twenty tons gross tonnage shall not be obliged to give the above-mentioned signals; but if they do not, they shall make some other efficient sound signal at intervals of not more than one minute.

(k) All vessels or boats fishing with nets or lines or trawls, when under way, shall in daytime indicate their occupation to an approaching vessel by displaying a basket or other efficient signal where it can best be seen. If vessels or boats at anchor have their gear out, they shall, on the approach of other vessels, show the same signal on the side on which those vessels can pass.

The vessels required by this article to carry or show the lights hereinbefore specified shall not be obliged to carry the lights prescribed by article four (a) and the last paragraph of article eleven.

LIGHTS FOR AN OVERTAKEN VESSEL.

ART. 10. A vessel which is being overtaken by another shall show from her stern to such last-mentioned vessel a white light or a flare-up light.

The white light required to be shown by this article may be fixed and carried in a lantern, but in such case the lantern shall be so constructed, fitted, and screened that it shall throw an unbroken light over an arc of the horizon of twelve points of the compass, namely, for six points from right aft on each side of the vessel, so as to be visible at a distance of at least one mile. Such light shall be carried as nearly as practicable on the same level as the side lights.

ANCHOR LIGHTS.

ART. 11. A vessel under one hundred and fifty feet in length when at anchor shall carry forward, where it can best be seen, but at a height not exceeding twenty feet above the hull, a white light, in a lantern so constructed as to show a clear, uniform, and unbroken light visible all around the horizon at a distance of at least one mile.

A vessel of one hundred and fifty feet or upwards in length when at anchor shall carry in the forward part of the vessel, at a height of not less than twenty and not exceeding forty feet above the hull, one such light, and at or near the stern of the vessel, and at such a height that it shall be not less than fifteen feet lower than the forward light, another such light.

The length of a vessel shall be deemed to be the length appearing in her certificate of registry.

A vessel aground in or near a fairway shall carry the above light or lights and the two red lights prescribed by article four (a).

SPECIAL SIGNALS.

ART. 12. Every vessel may, if necessary in order to attract attention, in addition to the lights which she is by these rules required to carry, show a flare-up light or use any detonating signal that can not be mistaken for a distress signal.

LIGHTS FOR AN OVERTAKEN VESSEL.

ART. 10. A vessel which is being overtaken by another, except a steam vessel with an after range light showing all around the horizon, shall show from her stern to such last-mentioned vessel a white light or a flare-up light.

ANCHOR LIGHTS.

ART. 11. A vessel under one hundred and fifty feet in length when at anchor shall carry forward, where it can best be seen, but at a height not exceeding twenty feet above the hull, a white light, in a lantern so constructed as to show a clear, uniform, and unbroken light visible all around the horizon at a distance of at least one mile.

A vessel of one hundred and fifty feet or upwards in length when at anchor shall carry in the forward part of the vessel, at a height of not less than twenty and not exceeding forty feet above the hull, one such light, and at or near the stern of the vessel, and at such a height that it shall be not less than fifteen feet lower than the forward light, another such light.

The length of a vessel shall be deemed to be the length appearing in her certificate of registry.

SPECIAL SIGNALS.

ART. 12. Every vessel may, if necessary in order to attract attention, in addition to the lights which she is by these rules required to carry, show a flare-up light or use any detonating signal that can not be mistaken for a distress signal.

NAVAL LIGHTS AND RECOGNITION
SIGNALS.

ART. 13. Nothing in these rules shall interfere with the operation of any special rules made by the Government of any nation with respect to additional station and signal lights for two or more ships of war or for vessels sailing under convoy, or with the exhibition of recognition signals adopted by shipowners, which have been authorized by their respective Governments and duly registered and published.

STEAM VESSELS UNDER SAIL BY DAY.

ART. 14. A steam vessel proceeding under sail only, but having her funnel up, shall carry in daytime, forward, where it can best be seen, one black ball or shape two feet in diameter.

III. SOUND SIGNALS FOR FOG,
AND SO FORTH.

PRELIMINARY.

ART. 15. All signals prescribed by this article for vessels under way shall be given:

First. By "steam vessels" on the whistle or siren.

Second. By "sailing vessels" and "vessels towed" on the fog horn.

The words "prolonged blast" used in this article shall mean a blast of from four to six seconds duration.

A steam vessel shall be provided with an efficient whistle or siren, sounded by steam or by some substitute for steam, so placed that the sound may not be intercepted by any obstruction, and with an efficient fog horn, to be sounded by mechanical means, and also with an efficient bell. In all cases where the rules require a bell to be used a drum may be substituted on board Turkish vessels, or a gong where such articles are used on board small seagoing vessels. A sailing vessel of twenty tons gross tonnage or upward shall be provided with a similar fog horn and bell.

In a fog, mist, falling snow, or heavy rain storms, whether by day or night, the signals described in this article shall be used as follows, namely:

STEAM VESSEL UNDER WAY.

(a) A steam vessel having way upon her shall sound, at intervals of not more than two minutes, a prolonged blast.

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A steam vessel shall be provided with an efficient whistle or siren, sounded by steam or by some substitute for steam, so placed that the sound may not be intercepted by any obstruction, and with an efficient fog horn; also with an efficient bell. A sailing vessel of twenty tons gross tonnage or upward shall be provided with a similar fog horn and bell.

In fog, mist, falling snow, or heavy rain storms, whether by day or night, the signals described in this article shall be used as follows, namely:

STEAM VESSEL UNDER WAY.

(a) *A steam vessel under way shall sound, at intervals of not more than one minute, a prolonged blast.*

(b) A steam vessel under way, but stopped, and having no way upon her, shall sound, at intervals of not more than two minutes, two prolonged blasts, with an interval of about one second between.

SAIL VESSEL UNDER WAY.

(c) A sailing vessel under way shall sound, at intervals of not more than one minute, when on the starboard tack, one blast; when on the port tack, two blasts in succession, and when with the wind abaft the beam, three blasts in succession.

VESSELS AT ANCHOR OR NOT UNDER WAY.

(d) A vessel when at anchor shall, at intervals of not more than one minute, ring the bell rapidly for about five seconds.

VESSELS TOWING OR TOWED.

(e) A vessel when towing, a vessel employed in laying or in picking up a telegraph cable, and a vessel under way, which is unable to get out of the way of an approaching vessel through being not under command, or unable to maneuver as required by the rules, shall, instead of the signals prescribed in subdivisions (a) and (c) of this article, at intervals of not more than two minutes, sound three blasts in succession, namely: One prolonged blast followed by two short blasts. A vessel towed may give this signal and she shall not give any other.

SMALL SAILING VESSELS AND BOATS.

Sailing vessels and boats of less than twenty tons gross tonnage shall not be obliged to give the above-mentioned signals, but, if they do not, they shall make some other efficient sound signal at intervals of not more than one minute.

SPEED IN FOG.

ART. 16. Every vessel shall, in a fog, mist, falling snow, or heavy rain storms, go at a moderate speed, having careful regard to the existing circumstances and conditions.

A steam vessel hearing, apparently forward of her beam, the fog signal of a vessel the position of which is not ascertained shall, so far as the circumstances of the case admit, stop her engines, and then navigate with caution until danger of collision is over.

SAIL VESSEL UNDER WAY.

(c) A sailing vessel under way shall sound, at intervals of not more than one minute, when on the starboard tack, one blast; when on the port tack, two blasts in succession, and when with the wind abaft the beam, three blasts in succession.

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VESSELS TOWING OR TOWED.

(e) A steam vessel when towing, shall, instead of the signals prescribed in subdivision (a) of this article, at intervals of not more than one minute, sound three blasts in succession, namely, one prolonged blast followed by two short blasts. A vessel towed may give this signal and she shall not give any other.

RAFTS, OR OTHER CRAFT NOT PROVIDED FOR.

(f) All rafts or other water craft, not herein provided for, navigating by hand power, horse power, or by the current of the river, shall sound a blast of the fog horn, or equivalent signal, at intervals of not more than one minute.

SPEED IN FOG.

ART. 16. Every vessel shall, in a fog, mist, falling snow, or heavy rain storms, go at a moderate speed, having careful regard to the existing circumstances and conditions.

A steam vessel hearing, apparently forward of her beam, the fog signal of a vessel the position of which is not ascertained shall, so far as the circumstances of the case admit, stop her engines, and then navigate with caution until danger of collision is over.

IV.—STEERING AND SAILING
RULES.

PRELIMINARY.

Risk of collision can, when circumstances permit, be ascertained by carefully watching the compass bearing of an approaching vessel. If the bearing does not appreciably change, such risk should be deemed to exist.

SAILING VESSELS.

ART. 17. When two sailing vessels are approaching one another, so as to involve risk of collision, one of them shall keep out of the way of the other, as follows, namely:

(a) A vessel which is running free shall keep out of the way of a vessel which is closehauled.

(b) A vessel which is closehauled on the port tack shall keep out of the way of a vessel which is closehauled on the starboard tack.

(c) When both are running free, with the wind on different sides, the vessel which has the wind on the port side shall keep out of the way of the other.

(d) When both are running free, with the wind on the same side, the vessel which is to the windward shall keep out of the way of the vessel which is to the leeward.

(e) A vessel which has the wind aft shall keep out of the way of the other vessel.

STEAM VESSELS.

ART. 18. When two steam vessels are meeting end on, or nearly end on, so as to involve risk of collision, each shall alter her course to starboard, so that each may pass on the port side of the other.

This article only applies to cases where vessels are meeting end on, or nearly end on, in such a manner as to involve risk of collision, and does not apply to two vessels which must, if

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(e) A vessel which has the wind aft shall keep out of the way of the other vessel.

STEAM VESSELS.

ART. 18. RULE I. When steam vessels are approaching each other head and head, that is, end on, or nearly so, it shall be the duty of each to pass on the port side of the other; and either vessel shall give, as a signal of her intention, one short and distinct blast of her whistle, which the other vessel shall answer by a similar blast of her whistle, and thereupon such vessels shall pass on the port side of each other. But if the courses of such vessels are so far on the starboard of each other as not to be considered as meeting head and head, either vessel shall immediately give two short and distinct blasts of her whistle, which the other vessel shall answer promptly by two similar blasts of her whistle, and they shall pass on the starboard side of each other.

The foregoing only applies to cases where vessels are meeting end on, or nearly end on, in such a manner as to involve risk of collision; in other words, to cases in which, by day, each

both keep on their respective courses, pass clear of each other.

The only cases to which it does apply are when each of the two vessels is end on, or nearly end on to the other; in other words, to cases in which, by day, each vessel sees the masts of the other in a line, or nearly in a line, with her own; and by night, to cases in which each vessel is in such a position as to see both the side-lights of the other.

It does not apply by day to cases in which a vessel sees another ahead crossing her own course; or by night, to cases where the red light of one vessel is opposed to the red light of the other, or where the green light of one vessel is opposed to the green light of the other, or where a red light without a green light, or a green light without a red light, is seen ahead, or where both green and red lights are seen anywhere but ahead.

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RULE III. *If, when steam vessels are approaching each other, either vessel fails to understand the course or intention of the other, from any cause, the vessel so in doubt shall immediately signify the same by giving several short and rapid blasts, not less than four, of the steam whistle.*

RULE V. *Whenever a steam vessel is nearing a short bend or curve in the channel, where, from the height of the banks or other cause, a steam vessel approaching from the opposite direction can not be seen for a distance of half a mile, such steam vessel, when she shall have arrived within half a mile of such curve or bend, shall give a signal by one long blast of the steam whistle, which signal shall be answered by a similar blast given by any approaching steam vessel that may be within hearing. Should such signal be so answered by a steam vessel upon the farther side of such bend, then the usual signals for meeting and passing shall immediately be given and answered; but, if the first alarm signal of such vessel be not answered, she is to consider the channel clear and govern herself accordingly.*

When steam vessels are moved from their docks or berths, and other boats are liable to pass from any direction toward them, they shall give the same signal as in the case of vessels meeting at a bend, but immediately after clearing the berths so as to be fully in sight they shall be governed by the steering and sailing rules.

RULE VIII. *When steam vessels are running in the same direction, and the vessel which is astern shall desire to pass on the right or starboard hand of*

the vessel ahead, she shall give one short blast of the steam whistle, as a signal of such desire, and if the vessel ahead answers with one blast, she shall put her helm to port; or if she shall desire to pass on the left or port side of the vessel ahead, she shall give two short blasts of the steam whistle as a signal of such desire, and if the vessel ahead answers with two blasts, shall put her helm to starboard; or if the vessel ahead does not think it safe for the vessel astern to attempt to pass at that point, she shall immediately signify the same by giving several short and rapid blasts of the steam whistle, not less than four, and under no circumstances shall the vessel astern attempt to pass the vessel ahead until such time as they have reached a point where it can be safely done, when said vessel ahead shall signify her willingness by blowing the proper signals. The vessel ahead shall in no case attempt to cross the bow or crowd upon the course of the passing vessel.

RULE IX. *The whistle signals provided in the rules under this article, for steam vessels meeting, passing, or overtaking, are never to be used except when steamers are in sight of each other, and the course and position of each can be determined in the daytime by a sight of the vessel itself, or by night by seeing its signal lights. In fog, mist, falling snow or heavy rain storms, when vessels can not see each other, fog signals only must be given.*

SUPPLEMENTARY REGULATIONS.

SEC. 2. *That the supervising inspectors of steam-vessels and the Supervising Inspector-General shall establish such rules to be observed by steam vessels in passing each other and as to the lights to be carried by ferryboats and by barges and canal boats when in tow of steam vessels, not inconsistent with the provisions of this act, as they from time to time may deem necessary for safety, which rules when approved by the Secretary of Commerce, are hereby declared special rules duly made by local authority, as provided for in article thirty of chapter eight hundred and two of the laws of eighteen hundred and ninety. Two printed copies of such rules shall be furnished to such ferryboats and steam vessels, which rules shall be kept posted up in conspicuous places in such vessels.*

TWO STEAM VESSELS CROSSING.

ART. 19. *When two steam vessels are crossing, so as to involve risk of collision, the vessel which has the other on*

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STEAM VESSEL SHALL KEEP OUT OF THE WAY OF SAILING VESSEL.

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ART. 20. When a steam vessel and a sailing vessel are proceeding in such directions as to involve risk of collision, the steam vessel shall keep out of the way of the sailing vessel.

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COURSE AND SPEED.

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ART. 21. Where, by any of these rules, one of two vessels is to keep out of the way the other shall keep her course and speed.

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Note—When, in consequence of thick weather or other causes, such vessel finds herself so close that collision can not be avoided by the action of the giving-way vessel alone, she also shall take such action as will best aid to avert collision. [See articles twenty-seven and twenty-nine.]

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CROSSING AHEAD.

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ART. 22. Every vessel which is directed by these rules to keep out of the way of another vessel shall, if the circumstances of the case admit, avoid crossing ahead of the other.

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STEAM VESSEL SHALL SLACKEN SPEED OR STOP.

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ART. 23. Every steam vessel which is directed by these rules to keep out of the way of another vessel shall, on approaching her, if necessary, slacken her speed or stop or reverse.

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OVERTAKING VESSELS.

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ART. 24. Notwithstanding anything contained in these rules every vessel, overtaking any other, shall keep out of the way of the overtaken vessel.

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Every vessel coming up with another vessel from any direction more than two points abaft her beam, that is, in such a position, with reference to the vessel which she is overtaking that at night she would be unable to see either of that vessel's side lights, shall be deemed to be an overtaking vessel; and no subsequent alteration of the bearing between the two vessels shall make the overtaking vessel a crossing vessel within the meaning of these rules, or relieve her of the duty of keeping clear of the overtaken vessel until she is finally past and clear.

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NARROW CHANNELS.

ART. 25. In narrow channels every steam vessel shall, when it is safe and practicable, keep to that side of the fairway or mid-channel which lies on the starboard side of such vessel.

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RIGHT OF WAY OF FISHING VESSELS.

ART. 26. Sailing vessels under way shall keep out of the way of sailing vessels or boats fishing with nets, or lines, or trawls. **This rule shall not** give to any vessel or boat engaged in fishing the right of obstructing a fairway used by vessels other than fishing vessels or boats.

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GENERAL PRUDENTIAL RULE.

ART. 27. In obeying and construing these rules due regard shall be had to all dangers of navigation and collision, and to any **special circumstances** which may render a departure from the above rules necessary in order to avoid immediate danger.

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SOUND SIGNALS FOR PASSING STEAMERS.

ART. 28. The words "short blast" used in this article shall mean a blast of about one second's duration.

When vessels are in sight of one another, a steam vessel under way, in taking any course authorized or required by these rules, shall indicate that course by the following signals on her whistle or siren, namely:

One short blast to mean, "I am directing my course to starboard."

Two short blasts to mean, "I am directing my course to port."

Three short blasts to mean, "My engines are going at full speed astern."

SOUND SIGNALS FOR PASSING STEAMERS.

[See article eighteen.]

ART. 28. When vessels are in sight of one another a steam vessel under way whose engines are going at full speed astern shall indicate that fact by three short blasts on the whistle.

PRECAUTION.

ART. 29. Nothing in these rules shall exonerate any vessel, or the owner or master or crew thereof, from the consequences of any neglect to carry lights or signals, or of any neglect to keep a proper lookout, or of the neglect of any precaution which may be required by the ordinary practice of seamen, or by the special circumstances of the case.

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ART. 30. [See page 2.¹]

LIGHTS ON UNITED STATES NAVAL VESSELS AND COAST GUARD CUTTERS.

ART. 30. *The exhibition of any light on board of a vessel of war of the United States or a Coast Guard cutter may be suspended whenever, in the opinion of the Secretary of the Navy, the commander in chief of a squadron, or the commander of a vessel acting singly, the special character of the service may require it.*

DISTRESS SIGNALS.

ART. 31. When a vessel is in distress and requires assistance from other vessels or from the shore the following shall be the signals to be used or displayed by her, either together or separately, namely:

In the daytime—

First. A gun or other explosive signal fired at intervals of about a minute.

Second. The international code signal of distress indicated by N C.

Third. The distance signal, consisting of a square flag, having either above or below it a ball or anything resembling a ball.

Fourth. A continuous sounding with any fog-signal apparatus.

At night—

First. A gun or other explosive signal fired at intervals of about a minute.

Second. Flames on the vessel (as from a burning tar barrel, oil barrel, and so forth).

Third. Rockets or shells throwing stars of any color or description, fired one at a time, at short intervals.

Fourth. A continuous sounding with any fog-signal apparatus.

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In the daytime—

A continuous sounding with any fog-signal apparatus, or firing a gun.

At night—

First. Flames on the vessel as from a burning tar barrel, oil barrel, and so forth.

Second. A continuous sounding with any fog-signal apparatus, or firing a gun.

Inland waters on the Atlantic, Pacific, and Gulf coasts of the United States where the Inland Rules of the Road are to be followed; and inland waters of the United States bordering on the Gulf of Mexico where the Inland Rules of the Road or Pilot Rules for Western Rivers are to be followed.

[All bearings are in degrees true and points magnetic, and are given approximately; distances in nautical miles.]

CUTLER (LITTLE RIVER) HARBOR, ME.—A line drawn from Long Point 226° (SW. by W. $\frac{1}{2}$ W.) to Little River Head.

LITTLE MACHIAS BAY, MACHIAS BAY, ENGLISHMAN BAY, CHANDLER BAY, MOOSABEC REACH, PLEASANT BAY, NARRAGUAGUS BAY, AND PIGEON HILL BAY, ME.—A line drawn from Little River Head 232° (WSW. $\frac{1}{2}$ W.) to the outer side of Old Man; thence 234° (WSW. $\frac{1}{2}$ W.) to the outer side of Double Shot Islands; thence 244° (W. $\frac{1}{2}$ S.) to Libby Islands Lighthouse; thence 231 $\frac{1}{2}$ ° (WSW. $\frac{1}{2}$ W.) to Moose Peak Lighthouse; thence 232 $\frac{1}{2}$ ° (WSW. $\frac{1}{2}$ W.) to Little Pond Head; from Pond Point, Great Wass Island, 239° (W. by S.) to outer side of Crumple Island; thence 249° (W. $\frac{1}{2}$ S.) to Petit Manan Lighthouse.

ALL HARBORS ON THE COAST OF MAINE, NEW HAMPSHIRE, AND MASSACHUSETTS BETWEEN PETIT MANAN LIGHTHOUSE, ME., AND CAPE ANN LIGHTHOUSES, MASS.—A line drawn from Petit Manan Lighthouse $205\frac{1}{2}^{\circ}$ (SW. $\frac{1}{4}$ S.), $26\frac{1}{2}$ miles, to Mount Desert Lighthouse; thence $250\frac{1}{2}^{\circ}$ (W. $\frac{1}{4}$ S.), about 33 miles, to Matinicus Rock Lighthouses; thence $267\frac{1}{2}^{\circ}$ (WNW. $\frac{3}{4}$ W.) 20 miles, to Monhegan Island Lighthouse; thence 260° (W. $\frac{1}{2}$ N.), $19\frac{1}{2}$ miles, to Seguin Lighthouse; thence 233° (WSW. $\frac{1}{4}$ W.), $18\frac{1}{2}$ miles, to Portland Light Vessel; thence $214\frac{1}{2}^{\circ}$ (SW. $\frac{3}{4}$ W.), $29\frac{1}{2}$ miles, to Boon Island Lighthouse; thence 210° (SW), 11 miles, to Anderson Ledge Spindle, off Isles of Shoals Lighthouse; thence $176\frac{1}{2}^{\circ}$ (S. by W.), $19\frac{1}{2}$ miles, to Cape Ann Lighthouses, Mass.

BOSTON HARBOR.—From Eastern Point Lighthouse 215° (SW. $\frac{1}{2}$ W.), $15\frac{1}{2}$ miles, to The Graves Lighthouse; thence $139\frac{1}{2}^{\circ}$ (SSE. $\frac{1}{2}$ E.), $7\frac{1}{2}$ miles, to Minots Ledge Lighthouse.

ALL HARBORS IN CAPE COD BAY, MASS.—A line drawn from Plymouth (Gurnet) Lighthouses $77\frac{1}{2}^{\circ}$ (E. $\frac{1}{4}$ S.), $16\frac{1}{2}$ miles, to Race Point Lighthouse.

NANTUCKET SOUND, VINEYARD SOUND, BUZZARDS BAY, NARRAGANSETT BAY, BLOCK ISLAND SOUND, AND EASTERLY ENTRANCE TO LONG ISLAND SOUND.—A line drawn from Chatham Lighthouses, Mass., 146° (S. by E. $\frac{1}{4}$ E.), $4\frac{1}{2}$ miles, to Pollock Rip Slue Light Vessel; thence 142° (SSE. $\frac{1}{4}$ E.), $12\frac{1}{2}$ miles, to Great Round Shoal Entrance Gas and Whistling Buoy (PS); thence 229° (SW. by W. $\frac{1}{2}$ W.), $14\frac{1}{2}$ miles, to Sankaty Head Lighthouse; from Smith Point, Nantucket Island, 261° (W. $\frac{3}{4}$ N.), 27 miles, to No Mans Land Gas and Whistling Buoy, 2; thence 359° (N. by E. $\frac{1}{4}$ E.), $8\frac{1}{2}$ miles, to Gay Head Lighthouse; thence 250° (W. $\frac{1}{2}$ S.), $34\frac{1}{2}$ miles, to Block Island Southeast Lighthouse; thence $250\frac{1}{2}^{\circ}$ (W. $\frac{1}{2}$ S.), $14\frac{1}{2}$ miles, to Montauk Point Lighthouse, on the easterly end of Long Island, N. Y.

NEW YORK HARBOR.—A line drawn from Rockaway Point Coast Guard Station $159\frac{1}{2}^{\circ}$ (S. by E.), $6\frac{1}{2}$ miles, to Ambrose Channel Light Vessel; thence $238\frac{1}{2}^{\circ}$ (WSW. $\frac{1}{4}$ W.), $8\frac{1}{2}$ miles, to Navesink (southerly) Lighthouse.

PHILADELPHIA HARBOR AND DELAWARE BAY.—A line drawn from Cape May Lighthouse 200° (SSW. $\frac{1}{4}$ W.), $8\frac{1}{2}$ miles, to Overfalls Light Vessel; thence $248\frac{1}{2}^{\circ}$ (WSW. $\frac{1}{4}$ W.), $3\frac{1}{2}$ miles, to Cape Henlopen Lighthouse.

BALTIMORE HARBOR AND CHESAPEAKE BAY.—A line drawn from Cape Charles Lighthouse $179\frac{1}{2}^{\circ}$ (S. $\frac{1}{4}$ W.), $10\frac{1}{2}$ miles, to Cape Henry Gas and Whistling Buoy, 2; thence 257° (W. $\frac{1}{2}$ S.), 5 miles, to Cape Henry Lighthouse.

CHARLESTON HARBOR.—A line drawn from Ferris Wheel, on Isle of Palms, 154° (SSE. $\frac{1}{4}$ E.), 7 miles, to Charleston Light Vessel; thence 259° (W. $\frac{1}{4}$ S.), through Charleston Whistling Buoy, 6 C, $7\frac{1}{2}$ miles, until Charleston Lighthouse bears 350° (N. $\frac{1}{4}$ W.); thence 270° (W.), $2\frac{1}{2}$ miles, to the beach of Folly Island.

SAVANNAH HARBOR AND CALIBOGUE SOUND.—A line drawn from Braddock Point, Hilton Head Island, $150\frac{1}{2}^{\circ}$ (SSE. $\frac{1}{2}$ E.), $9\frac{1}{2}$ miles, to Tybee Gas and Whistling Buoy, T (PS); thence 270° (W.), to the beach of Tybee Island.

ST. SIMON SOUND (BRUNSWICK HARBOR) AND ST. ANDREW SOUND.—From hotel on beach of St. Simon Island $\frac{1}{2}$ mile 60° (NE. by E. $\frac{1}{4}$ E.) from St. Simon Lighthouse, 130° (SE. $\frac{1}{4}$ E.), $6\frac{1}{2}$ miles, to St. Simon Gas and Whistling Buoy (PS); thence 194° (S. by W. $\frac{1}{4}$ W.), $8\frac{1}{2}$ miles, to St. Andrew Sound Bar Buoy (PS); thence 270° (W.), $4\frac{1}{2}$ miles, to the shore of Little Cumberland Island.

ST. JOHNS RIVER, FLA.—A straight line from the outer end of the northerly jetty to the outer end of the southerly jetty.

FLORIDA REEFS AND KEYS.—A line drawn from the easterly end of the northerly jetty, at the entrance to the dredged channel $\frac{1}{2}$ mile northerly of Norris Cut, 94° (E. $\frac{1}{4}$ S.), $1\frac{1}{2}$ miles, to Florida Reefs North End Whistling Buoy, W (HS); thence 178° (S. $\frac{1}{4}$ E.), 8 miles, to Biscayne Bay Sea Bell Buoy, 1; thence 182° (S. $\frac{1}{4}$ W.), $2\frac{1}{2}$ miles, to Fowey Rocks Lighthouse; thence 188° (S. $\frac{1}{2}$ W.), $6\frac{1}{2}$ miles, to Triumph Reef Beacon, O; thence 193° (S. by W.), $4\frac{1}{2}$ miles, to Ajax Reef Beacon, M; thence 194° (S. by W. $\frac{1}{4}$ W.), 2 miles, to Pacific Reef Beacon, L; thence $196\frac{1}{2}^{\circ}$ (S. by W. $\frac{1}{2}$ W.), 5 miles, to Turtle Harbor Sea Buoy, 2; thence 210° (SSW. $\frac{1}{4}$ W.), $4\frac{1}{2}$ miles, to Carysfort Reef Lighthouse; thence $209\frac{1}{2}^{\circ}$ (SSW. $\frac{1}{4}$ W.), $5\frac{1}{2}$ miles, to Elbow Reef Beacon, J; thence $217\frac{1}{2}^{\circ}$ (SW. $\frac{1}{4}$ S.), $9\frac{1}{2}$ miles, to Molasses Reef Gas Buoy, 2 M; thence $235\frac{1}{2}^{\circ}$ (SW. $\frac{1}{4}$ W.), 6 miles, to Conch Reef Beacon, E; thence $234\frac{1}{2}^{\circ}$ (SW. $\frac{1}{4}$ W.), through Crocker Reef Beacon, D, $10\frac{1}{2}$ miles, to Alligator Reef Lighthouse; thence 234° (SW. $\frac{1}{2}$ W.), $10\frac{1}{2}$ miles, to Tennessee Reef Buoy, 4; thence 251° (WSW. $\frac{1}{4}$ W.), $10\frac{1}{2}$ miles, to Coffins Patches Beacon, C; thence 247° (SW. by W. $\frac{1}{4}$ W.), $8\frac{1}{2}$ miles to Sombrero Key Lighthouse; thence $253\frac{1}{2}^{\circ}$ (WSW. $\frac{1}{2}$ W.), $16\frac{1}{2}$ miles, to Looe Key Beacon, 6;

thence $257\frac{1}{2}^{\circ}$ (WSW. $\frac{1}{2}$ W.), $6\frac{1}{2}$ miles, to American Shoal Lighthouse; thence $253\frac{1}{2}^{\circ}$ (WSW. $\frac{1}{2}$ W.), $2\frac{1}{2}$ miles, to Maryland Shoal Beacon, S; thence 259° (WSW. $\frac{1}{2}$ W.), $5\frac{1}{2}$ miles, to Eastern Sambo Beacon, A; thence 253° (WSW. $\frac{1}{2}$ W. by S.), $2\frac{1}{2}$ miles, to Western Dry Rocks Beacon, 2; thence 268° (W. $\frac{1}{2}$ S.), through Western Sambo Buoy, 2, $5\frac{1}{2}$ miles, to Key West Entrance Gas Buoy (PS); thence 262° (W. $\frac{1}{2}$ S.), $4\frac{1}{2}$ miles, to Sand Key Lighthouse; thence 261° (W. by S.), $2\frac{1}{2}$ miles, to Western Dry Rocks Beacon, 2; thence 268° (W. $\frac{1}{2}$ S.), $3\frac{1}{2}$ miles, through Satan Shoal Buoy (HS) to Vestal Shoal Buoy, 1; thence $274\frac{1}{2}^{\circ}$ (W. $\frac{1}{2}$ N.), $5\frac{1}{2}$ miles, to Coal Bin Rock Buoy, CB (HS); thence $324\frac{1}{2}^{\circ}$ (NW. $\frac{1}{2}$ N.), $7\frac{1}{2}$ miles, to Marquesas Keys left tangent; from northwesterly point Marquesas Keys 59° (NE. by E.), $4\frac{1}{2}$ miles, to Bar Buoy, 1, Boca Grande Channel; thence 83° (E. $\frac{1}{2}$ N.), $9\frac{1}{2}$ miles, to Northwest Channel Entrance Bell Buoy, 1, Northwest Channel into Key West; thence 68° (NE. by E. $\frac{1}{2}$ E.), $23\frac{1}{2}$ miles, to northerly side of Content Keys; thence 49° (NE. $\frac{1}{2}$ E.), 29 miles, to East Cape, Cape Sable.

CHARLOTTE HARBOR AND PUNTA GORDA, FLA.—Eastward of Charlotte Harbor Entrance Gas and Bell Buoy (PS), off Boca Grande, and in Charlotte Harbor, in Pine Island Sound and Matlacha Pass. Pilot Rules for Western Rivers apply in Peace and Miakka Rivers north of a 250° and 70° (WSW. and ENE.) line through Mangrove Point Light; and in Caloosahatchee River northward of the steamboat wharf at Punta Rasa.

TAMPA BAY AND TRIBUTARIES, FLA.—From the southerly end of Long Key 245° (SW. by W. $\frac{1}{2}$ W.), 9 miles, to Tampa Bay Gas and Whistling Buoy (PS); thence 129° (SE. $\frac{1}{2}$ E.), $6\frac{1}{2}$ miles, to Bar Bell Buoy (PS), at the entrance to Southwest Channel; thence 108° (E. by S.), $2\frac{1}{2}$ miles, to the house on the north end of Anna Maria Key. Pilot Rules for Western Rivers apply in Manatee River inside Manatee River Entrance Buoy, 2; in Hillsboro Bay and River inside Hillsboro Bay Light, 2.

ST. GEORGE SOUND, APALACHICOLA BAY, CARRABELLE AND APALACHICOLA RIVERS, AND ST. VINCENT SOUND, FLA.—North of a line from Lighthouse Point 246° (SW. by W. $\frac{1}{2}$ W.), $13\frac{1}{2}$ miles, to southeasterly side of Dog Island; to northward of East Pass Bell Buoy, 1, at the entrance to East Pass, and inside West Pass Bell Buoy (PS) at the seaward entrance to West Pass. Pilot Rules for Western Rivers apply in Carrabelle River inside the entrance to the dredged channel; in Apalachicola River northward of Apalachicola Dredged Channel Entrance Buoy, 2.

PENSACOLA HARBOR.—From Caucous Cut Entrance Gas and Whistling Buoy, 1A, 3° (N. $\frac{1}{2}$ W.), tangent to easterly side of Fort Pickens, to the shore of Santa Rosa Island, and from the buoy northward in the buoyed channel through Caucous Shoal.

MOBILE HARBOR AND BAY.—From Mobile Entrance Gas and Whistling Buoy (PS) 40° (NE. $\frac{1}{2}$ N.) to shore of Mobile Point, and from the buoy 320° (NW.) to the shore of Dauphin Island. Pilot Rules for Western Rivers apply in Mobile River above Choctaw Point.

SOUNDS, LAKES, AND HARBORS ON THE COASTS OF ALABAMA, MISSISSIPPI, AND LOUISIANA, BETWEEN MOBILE BAY ENTRANCE AND THE DELTA OF THE MISSISSIPPI RIVER.—From Sand Island Lighthouse 259° (WSW. $\frac{1}{2}$ W.), $43\frac{1}{2}$ miles, to Chandeleur Lighthouse; westward of Chandeleur and Errol Islands, and west of a line drawn from the southwesterly point of Errol Island 182° (S. $\frac{1}{2}$ E.), 23 miles, to Pass a Loutre Lighthouse. Pilot Rules for Western Rivers apply in Pascagoula River, and in the dredged cut at the entrance to the river, above Pascagoula River Entrance Light, A, marking the entrance to the dredged cut.

NEW ORLEANS HARBOR AND THE DELTA OF THE MISSISSIPPI RIVER.—Inshore of a line drawn from the outermost mud lump showing above low water at the entrance to Pass a Loutre to a similar lump off the entrance to Northeast Pass; thence to a similar lump off the entrance to Southeast Pass; thence to the outermost aid to navigation off the entrance to South Pass; thence to the outermost aid to navigation off the entrance to Southwest Pass; thence northerly about $19\frac{1}{2}$ miles, to the westerly point of the entrance to Bay Jaque.

SABINE PASS, TEX.—Pilot Rules for Western Rivers apply to Sabine Pass northward of Sabine Pass Gas and Whistling Buoy (PS), and in Sabine Lake and its tributaries. Outside of this buoy the International Rules apply.

GALVESTON HARBOR.—A line drawn from Galveston North Jetty Light 129° (SE. by E. $\frac{1}{2}$ E.), 2 miles, to Galveston Bar Gas and Whistling Buoy (PS); thence 276° (W. $\frac{1}{2}$ S.), $2\frac{1}{2}$ miles, to Galveston (S.) Jetty Lighthouse.

BRAZOS RIVER, TEX.—Pilot Rules for Western Rivers apply in the entrance and river inside of Brazos River Entrance Gas and Whistling Buoy (PS). International Rules apply outside the buoy.

SAN DIEGO HARBOR.—A line drawn from southerly tower of Coronado Hotel 208° (S. by W.), 5 miles, to Outside Bar Whistling Buoy, SD (PS); thence 345° (NNW. $\frac{1}{2}$ W.), 3 $\frac{1}{2}$ miles, to Point Loma Lighthouse.

SAN FRANCISCO HARBOR.—A line drawn through Mile Rocks Lighthouse 326° (NW. $\frac{1}{2}$ W.) to Bonita Point Lighthouse.

COLUMBIA RIVER ENTRANCE.—A line drawn from knuckle of Columbia River south jetty 351° (NNW. $\frac{1}{2}$ W.) to Cape Disappointment Lighthouse.

JUAN DE FUCA STRAIT, WASHINGTON AND PUGET SOUNDS.—A line drawn from New Dungeness Lighthouse 13 $\frac{1}{2}$ ° (N. by W.), 10 $\frac{1}{2}$ miles, to Hein Bank Gas and Bell Buoy (HS); thence 337 $\frac{1}{2}$ ° (NW. $\frac{1}{2}$ W.), 10 $\frac{1}{2}$ miles, to Lime Kiln Light, on west side of San Juan Island; from Bellevue Point, San Juan Island, 336 $\frac{1}{2}$ ° (NW. $\frac{1}{2}$ W.) to Kellett Bluff, Henry Island; thence 347° (NW. $\frac{1}{2}$ N.) to Turn Point Light; thence 71 $\frac{1}{2}$ ° (NE. $\frac{1}{2}$ E.), 8 $\frac{1}{2}$ miles, to westerly point of Skipjack Island; thence 38 $\frac{1}{2}$ ° (N. by E. $\frac{1}{2}$ E.), 4 $\frac{1}{2}$ miles, to Patos Islands Light; thence 338° (NW. $\frac{1}{2}$ W.), 12 miles, to Point Roberts Light.

GENERAL RULE.—At all buoyed entrances from seaward to bays, sounds, rivers, or other estuaries for which specific lines have not been described, Inland Rules shall apply inshore of a line approximately parallel with the general trend of the shore, drawn through the outermost buoy or other aid to navigation of any system of aids.

[For "An act to amend laws for preventing collisions of vessels and to regulate equipment of certain motor boats on the navigable waters of the United States," see pages 100–102.]

No. 231 (Bureau of Navigation).—RULES TO PREVENT COLLISIONS OF VESSELS ON THE GREAT LAKES.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, June 28, 1911.

To collectors of customs and others concerned:

The attention of all persons concerned is invited to the following rules, embodied in the act approved February 8, 1895, "To regulate navigation on the Great Lakes and their connecting and tributary waters as far east as Montreal," as amended by the act of February 14, 1903. These rules are to be observed by all public and private vessels of the United States on said waters except as otherwise provided for in the act.

These rules are modified by the act of June 9, 1910, "To amend laws for preventing collisions of vessels and to regulate equipment of certain motor boats on the navigable waters of the United States," which is printed on pages 8 and 9.² A motor boat is defined to include "every vessel propelled by machinery and not more than sixty-five feet in length except tugboats and towboats propelled by steam."

BENJ. S. CABLE, *Acting Secretary.*

AN ACT To regulate navigation on the Great Lakes and their connecting and tributary waters as far east as Montreal.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the following rules for prevent-

¹ Supersedes No. 91 (August 19, 1905).

² These figures refer to pages of the circular as originally printed. The act of June 9, 1910, is not reprinted here, as it appears as a part of Circular No. 236 (page 100).

ing collisions shall be followed in the navigation of all public and private vessels of the United States upon the Great Lakes and their connecting and tributary waters as far east as Montreal.

PENALTY.

SEC. 2. That a fine, not exceeding two hundred dollars, may be imposed for the violation of any of the provisions of this Act. The vessel shall be liable for the said penalty, and may be seized and proceeded against, by way of libel, in the district court of the United States for any district within which such vessel may be found.

AUTHORITY TO MAKE REGULATIONS.

SEC. 3. That the Secretary of Commerce of the United States shall have authority to establish all necessary regulations, not inconsistent with the provisions of this Act, required to carry the same into effect.

The Board of Supervising Inspectors of the United States shall have authority to establish such regulations to be observed by all steam vessels in passing each other, not inconsistent with the provisions of this Act, as they shall from time to time deem necessary; and all regulations adopted by the said Board of Supervising Inspectors under the authority of this Act, when approved by the Secretary of Commerce, shall have the force of law. Two printed copies of any such regulations for passing, signed by them, shall be furnished to each steam vessel, and shall at all times be kept posted up in conspicuous places on board.

REPEAL OF INCONSISTENT RULES.

SEC. 4. That all laws or parts of laws, so far as applicable to the navigation of the Great Lakes and their connecting and tributary waters as far east as Montreal, inconsistent with the foregoing rules are hereby repealed.

PRELIMINARY DEFINITIONS.

RULE 1. Every steam vessel which is under sail and not under steam shall be considered a sail vessel; and every steam vessel which is under steam, whether under sail or not, shall be considered a steam vessel. The words steam vessel shall include any vessel propelled by machinery. A vessel is under way within the meaning of these rules when she is not at anchor or made fast to the shore or aground.

LIGHTS, ETC.

RULE 2. The lights mentioned in the following rules and no others shall be carried in all weathers from sunset to sunrise. The word visible in these rules when applied to lights shall mean visible on a dark night with a clear atmosphere.

STEAM VESSELS—MASTHEAD LIGHT.

RULE 3. Except in the cases hereinafter expressly provided for, a steam vessel when under way shall carry:

(a) On or in front of the foremast, or if a vessel without a foremast, then in the fore part of the vessel, at a height above the hull of not less than twenty feet, and if the beam of the vessel exceeds twenty feet, then at a height above the hull not less than such beam, so, however, that such height need not exceed forty feet, a bright white light so constructed as to show an unbroken light over an arc of the horizon of twenty points of the compass, so fixed as to throw the light ten points on each side of the vessel, namely, from right ahead to two points abaft the beam on either side, and of such character as to be visible at a distance of at least five miles.

STEAM VESSELS—SIDE LIGHTS.

(b) On the starboard side, a green light, so constructed as to throw an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the starboard side, and of such a character as to be visible at a distance of at least two miles.

(c) On the port side, a red light, so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the port side, and of such a character as to be visible at a distance of at least two miles.

(d) The said green and red lights shall be fitted with inboard screens projecting at least three feet forward from the light, so as to prevent these lights from being seen across the bow.

STEAM VESSELS—RANGE LIGHTS.

(e) A steamer of over one hundred and fifty feet register length shall also carry when under way an additional bright light similar in construction to that mentioned in subdivision (a), so fixed as to throw the light all around the horizon and of such character as to be visible at a distance of at least three miles. Such additional light shall be placed in line with the keel at least fifteen feet higher from the deck and more than seventy-five feet abaft the light mentioned in subdivision (a).

LIGHTS FOR STEAM VESSELS WHEN TOWING.

RULE 4. A steam vessel having a tow other than a raft shall in addition to the forward bright light mentioned in subdivision (a) of rule three carry in a vertical line not less than six feet above or below that light a second bright light of the same construction and character and fixed and carried in the same manner as the forward bright light mentioned in said subdivision (a) of rule three. Such steamer shall also carry a small bright light abaft the funnel or after mast for the tow to steer by, but such light shall not be visible forward of the beam.

RULE 5. A steam vessel having a raft in tow shall, instead of the forward lights mentioned in rule four, carry on or in front of the foremast, or if a vessel without a foremast then in the fore part of the vessel, at a height above the hull of not less than twenty feet, and if the beam of the vessel exceeds twenty feet, then at a height above the hull not less than such beam, so however that such height need not exceed forty feet, two bright lights in a horizontal line athwartships and not less than eight feet apart, each so fixed as to throw the light all around the horizon and of such character as to be visible at a distance of at least five miles. Such steamer shall also carry the small bright steering light aft, of the character and fixed as required in rule four.

LIGHTS FOR SAILING VESSELS AND VESSELS TOWED.

RULE 6. A sailing vessel under way and any vessel being towed shall carry the side lights mentioned in rule three.

A vessel in tow shall also carry a small bright light aft, but such light shall not be visible forward of the beam.

LIGHTS FOR TUGS TOWING AND FOR FERRYBOATS, RAFTS, CANAL BOATS, AND BOATS ON THE ST. LAWRENCE.

RULE 7. The lights for tugs under thirty tons register whose principal business is harbor towing, and for boats navigating only on the River Saint Lawrence, also ferryboats, rafts, and canal boats, shall be regulated by rules which have been or may hereafter be prescribed by the Board of Supervising Inspectors of Steam Vessels.

LIGHTS FOR SMALL VESSELS.

RULE 8. Whenever, as in the case of small vessels under way during bad weather, the green and red side lights can not be fixed, these lights shall be kept at hand lighted and ready for use, and shall, on the approach of or to other vessels, be exhibited on their respective sides in sufficient time to prevent collision, in such manner as to make them most visible, and so that the green light shall not be seen on the port side, nor the red light on the starboard side, nor, if practicable, more than two points abaft the beam on their respective sides. To make the use of these portable lights more certain and easy, they shall each be painted outside with the color of the light they respectively contain, and shall be provided with suitable screens.

DEPARTMENT OF COMMERCE.

LIGHTS FOR VESSELS AT ANCHOR.

RULE 9. A vessel under one hundred and fifty feet register length, when at anchor, shall carry forward, where it can best be seen, but at a height not exceeding twenty feet above the hull, a white light in a lantern constructed so as to show a clear, uniform, and unbroken light, visible all around the horizon, at a distance of at least one mile.

A vessel of one hundred and fifty feet or upward in register length, when at anchor, shall carry in the forward part of the vessel, at a height of not less than twenty and not exceeding forty feet above the hull, one such light, and at or near the stern of the vessel, and at such a height that it shall not be less than fifteen feet lower than the forward light, another such light.

LIGHTS FOR PRODUCE BOATS AND CRAFT ON BAYS, HARBORS, AND RIVERS.

RULE 10. Produce boats, canal boats, fishing boats, rafts, or other water craft navigating any bay, harbor, or river by hand power, horse power, sail, or by the current of the river, or which shall be anchored or moored in or near the channel or fairway of any bay, harbor, or river, and not otherwise provided for in these rules, shall carry one or more good white lights, which shall be placed in such manner as shall be prescribed by the Board of Supervising Inspectors of Steam Vessels.

LIGHTS FOR OPEN BOATS.

RULE 11. Open boats shall not be obliged to carry the side lights required for other vessels, but shall, if they do not carry such lights, carry a lantern having a green slide on one side and a red slide on the other side; and on the approach of or to other vessels, such lantern shall be exhibited in sufficient time to prevent collision, and in such a manner that the green light shall not be seen on the port side, nor the red light on the starboard side. Open boats, when at anchor or stationary, shall exhibit a bright white light. They shall not, however, be prevented from using a flare-up in addition if considered expedient.

LIGHTED TORCH.

RULE 12. Sailing vessels shall at all times, on the approach of any steamer during the nighttime, show a lighted torch upon that point or quarter to, which such steamer shall be approaching.

LIGHTS ON VESSELS OF WAR, ETC.

RULE 13. The exhibition of any light on board of a vessel of war or revenue cutter of the United States may be suspended whenever, in the opinion of the Secretary of the Navy, the commander in chief of a squadron, or the commander of a vessel acting singly, the special character of the service may require it.

SOUND SIGNALS FOR FOG, ETC.

PRELIMINARY.

RULE 14. A steam vessel shall be provided with an efficient whistle, sounded by steam or by some substitute for steam, placed before the funnel not less than eight feet from the deck, or in such other place as the local inspectors of steam vessels shall determine, and of such character as to be heard in ordinary weather at a distance of at least two miles, and with an efficient bell, and it is hereby made the duty of the United States local inspectors of steam vessels when inspecting the same to require each steamer to be furnished with such whistle and bell. A sailing vessel shall be provided with an efficient fog horn and with an efficient bell.

Whenever there is thick weather by reason of fog, mist, falling snow, heavy rain storms, or other causes, whether by day or by night, fog signals shall be used as follows:

STEAM VESSEL UNDER WAY.

(a) A steam vessel under way, excepting only a steam vessel with raft in tow, shall sound at intervals of not more than one minute three distinct blasts of her whistle.

VESSEL TOWED.

(b) Every vessel in tow of another vessel shall, at intervals of one minute, sound four bells on a good and efficient and properly placed bell as follows: By striking the bell twice in quick succession, followed by a little longer interval, and then again striking twice in quick succession (in the manner in which four bells is struck in indicating time).

STEAM VESSEL TOWING.

(c) A steamer with a raft in tow shall sound at intervals of not more than one minute a screeching or Modoc whistle for from three to five seconds.

SAILING VESSEL UNDER WAY.

(d) A sailing vessel under way and not in tow shall sound at intervals of not more than one minute—

If on the starboard tack with wind forward of abeam, one blast of her fog horn;

If on the port tack with wind forward of the beam, two blasts of her fog horn;

If she has the wind abaft the beam on either side, three blasts of her fog horn.

VESSEL AT ANCHOR OR NOT UNDER WAY.

(e) Any vessel at anchor and any vessel aground in or near a channel or fairway shall at intervals of not more than two minutes ring the bell rapidly for three to five seconds.

SMALL VESSELS.

(f) Vessels of less than ten tons registered tonnage, not being steam vessels, shall not be obliged to give the above-mentioned signals, but if they do not they shall make some other efficient sound signal at intervals of not more than one minute.

(g) Produce boats, fishing boats, rafts, or other water craft navigating by hand power or by the current of the river, or anchored or moored in or near the channel or fairway and not in any port, and not otherwise provided for in these rules, shall sound a fog horn, or equivalent signal, at intervals of not more than one minute.

SPEED IN THICK WEATHER.

RULE 15. Every vessel shall, in thick weather, by reason of fog, mist, falling snow, heavy rain storms, or other causes, go at moderate speed. A steam vessel hearing, apparently not more than four points from right ahead, the fog signal of another vessel shall at once reduce her speed to bare steerageway, and navigate with caution until the vessels shall have passed each other.

STEERING AND SAILING RULES.

SAILING VESSELS.

RULE 16. When two sailing vessels are approaching one another so as to involve risk of collision one of them shall keep out of the way of the other, as follows, namely:

(a) A vessel which is running free shall keep out of the way of a vessel which is closehauled.

(b) A vessel which is closehauled on the port tack shall keep out of the way of a vessel which is closehauled on the starboard tack.

(c) When both are running free, with the wind on different sides, the vessel which has the wind on the port side shall keep out of the way of the other.

(d) When they are running free, with the wind on the same side, the vessel which is to windward shall keep out of the way of the vessel which is to leeward.

STEAM VESSELS MEETING.

RULE 17. When two steam vessels are meeting end on, or nearly end on, so as to involve risks of collision each shall alter her course to starboard, so that each shall pass on the port side of the other.

STEAM VESSELS CROSSING.

RULE 18. When two steam vessels are crossing so as to involve risk of collision the vessel which has the other on her own starboard side shall keep out of the way of the other.

STEAM VESSELS AND SAILING VESSELS MEETING OR CROSSING.

RULE 19. When a steam vessel and a sailing vessel are proceeding in such directions as to involve risk of collision the steam vessel shall keep out of the way of the sailing vessel.

COURSE AND SPEED.

RULE 20. Where, by any of the rules herein prescribed, one of two vessels shall keep out of the way, the other shall keep her course and speed.

RULE 21. Every steam vessel which is directed by these rules to keep out of the way of another vessel shall, on approaching her, if necessary, slacken her speed or stop or reverse.

OVERTAKING VESSEL.

RULE 22. Notwithstanding anything contained in these rules every vessel overtaking any other shall keep out of the way of the overtaken vessel.

WHISTLE SIGNALS.

RULE 23. In all weathers every steam vessel under way in taking any course authorized or required by these rules shall indicate that course by the following signals on her whistle, to be accompanied whenever required by corresponding alteration of her helm; and every steam vessel receiving a signal from another shall promptly respond with the same signal or, as provided in rule twenty-six:

One blast to mean, "I am directing my course to starboard."

Two blasts to mean, "I am directing my course to port." But the giving or answering signals by a vessel required to keep her course shall not vary the duties and obligations of the respective vessels.

STEAMERS IN NARROW CHANNELS.

RULE 24. That in all narrow channels where there is a current, and in the rivers Saint Mary, Saint Clair, Detroit, Niagara, and Saint Lawrence, when two steamers are meeting, the descending steamer shall have the right of way, and shall, before the vessels shall have arrived within the distance of one-half mile of each other, give the signal necessary to indicate which side she elects to take.

RULE 25. In all channels less than five hundred feet in width, no steam vessel shall pass another going in the same direction unless the steam vessel ahead be disabled or signify her willingness that the steam vessel astern shall pass, when the steam vessel astern may pass, subject, however, to the other rules applicable to such a situation. And when steam vessels proceeding in opposite directions are about to meet in such channels, both such vessels shall be slowed down to a moderate speed, according to the circumstances.

SIGNAL REJECTED OR NOT UNDERSTOOD.

RULE 26. If a pilot of a steam vessel to which a passing signal is sounded deems it unsafe to accept and assent to said signal, he shall not sound a cross signal; but in that case, and in every case where the pilot of one steamer fails to understand the course or intention of an approaching steamer, whether from signals being given or answered erroneously, or from other causes, the pilot of such steamer so receiving the first passing signal, or the pilot so in doubt, shall sound several short and rapid blasts of the whistle; and if the vessels shall have approached within half a mile of each other both shall reduce their speed to bare steerageway, and, if necessary, stop and reverse.

ADDITIONAL RULES.

[See section 3, page 1.¹]

AVOIDANCE OF IMMEDIATE DANGER.

RULE 27. In obeying and construing these rules due regard shall be had to all dangers of navigation and collision and to any special circumstances which may render a departure from the above rules necessary in order to avoid immediate danger.

NEGLECT OF PRECAUTIONS.

RULE 28. Nothing in these rules shall exonerate any vessel, or the owner or master or crew thereof, from the consequences of any neglect to carry lights or signals, or of any neglect to keep a proper lookout, or of a neglect of any precaution which may be required by the ordinary practice of seamen, or by the special circumstances of the case.

[For "An act to amend laws for preventing collisions of vessels and to regulate equipment of certain motor boats on the navigable waters of the United States," see pages 100-102.]

No. 232 (Steamboat-Inspection Service).—PENALTIES FOR LICENSED OFFICERS NAVIGATING ON EXPIRED LICENSES.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 27, 1911.

To owners and agents of vessels under the jurisdiction of the Steamboat-Inspection Service, licensed officers, and others concerned:

Section 4438, Revised Statutes, provides that—

It shall be unlawful to employ any person or for any person to serve as a master, chief mate, engineer, or pilot of any steamer or as master of any sail vessel of over seven hundred gross tons or of any other vessel of over one hundred gross tons carrying passengers for hire who is not licensed by the inspectors; and anyone violating this section shall be liable to a penalty of one hundred dollars for each offense.

Violations of this character are becoming more frequent; and, in the appeals to the Department for the mitigation or remission of penalties which have been imposed, the licensed officers offer as an excuse or explanation that they did not know that their licenses had expired, or that they had forgotten to have the license renewed, or that they were mistaken as to the date of expiration, etc.

Owners offer the excuse that they have no knowledge of the life of the license, or that as long as they are assured that the officer has a valid license when they engage him their responsibility ends, or that they can not be expected to know when a license expires, etc.

There is no reason why an officer should not renew his license upon its expiration and why owners should not be kept informed of the status of their officers, as every license issued states on its face the character of the license and that it is issued for a "term of five years" from a date given on the license, and the Department takes this occasion to notify all persons interested that hereafter no leniency may be expected and no mitigation or remission of penalties respecting violations of section 4438, Revised Statutes, will be considered, except that it can be satisfactorily explained that such violations are not the result of indifference or neglect on the part of either owners or officers.

BENJ. S. CABLE, *Acting Secretary.*

No. 234.—USE OF NIGHT TELEGRAMS IN CASES NOT OF AN URGENT NATURE.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, November 23, 1911.

To officers and employees of the Department of Commerce:

In most instances under the practice of the Department and its bureaus telegrams received from officers in the field after office hours are not acted upon until the next day. The sending of telegrams at day rates when filed for transmission at such times as to prevent their being received by the addressees during office hours of the day on which they are filed serves no useful purpose, and causes an unnecessary expense, which, while small in each case, amounts to a considerable sum in the aggregate.

It is therefore ordered that all telegrams, *except those so urgent as to require the immediate attention of the addressee*, filed too late to be received during office hours, be sent as night telegrams and at night rates.

In filing telegrams to distant points, officers should consider and allow for difference in time (in some cases several hours), the time required to transmit and deliver telegrams (usually an hour or more), and the probable closing time of offices.

Officers and employees are directed not to use the telegraph when a letter would accomplish the same purpose.

BENJ. S. CABLE, *Acting Secretary.*

No. 236, fourth edition (Bureau of Navigation and Steamboat-Inspection Service).—REGULATION OF MOTOR BOATS.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, May 20, 1916.

To collectors of customs, supervising and local inspectors of steamboats, and others concerned:

Your attention is invited to the following act of Congress, approved June 9, 1910:

AN ACT To amend laws for preventing collisions of vessels and to regulate equipment of certain motor boats on the navigable waters of the United States.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the words "motor boat" where used in this Act shall include every vessel propelled by machinery and not more than sixty-five feet in length except tug boats and tow boats propelled by steam. The length shall be measured from end to end over the deck, excluding sheer: *Provided*, That the engine, boiler, or other operating machinery shall be subject to inspection by the local inspectors of steam vessels, and to their approval of the design thereof, on all said motor boats, which are more than forty feet in length, and which are propelled by machinery driven by steam.

Sec. 2. That motor boats subject to the provisions of this Act shall be divided into classes as follows:

Class one. Less than twenty-six feet in length.

Class two. Twenty-six feet or over and less than forty feet in length.

¹ Supersedes Circulars No. 115 (June 8, 1906), No. 129 (Sept. 7, 1906), No. 188 (Mar. 25, 1909) No. 190 (Apr. 7, 1909), No. 191 (Apr. 14, 1909), No. 207 (June 9, 1910), No. 208 (June 11, 1910), No. 225 (Apr. 12, 1911), and No. 226 (May 22, 1911); also Bureau Circular No. 5, issued by the Steamboat-Inspection Service July 8, 1907.

Class three. Forty feet or over and not more than sixty-five feet in length.

Sec. 3. That every motor boat in all weathers from sunset to sunrise shall carry the following lights, and during such time no other lights which may be mistaken for those prescribed shall be exhibited.

(a) Every motor boat of class one shall carry the following lights:

First. A white light aft to show all around the horizon.

Second. A combined lantern in the forepart of the vessel and lower than the white light aft showing green to starboard and red to port, so fixed as to throw the light from right ahead to two points abaft the beam on their respective sides.

(b) Every motor boat of classes two and three shall carry the following lights:

First. A bright white light in the fore part of the vessel as near the stem as practicable, so constructed as to show an unbroken light over an arc of the horizon of twenty points of the compass, so fixed as to throw the light ten points on each side of the vessel, namely, from right ahead to two points abaft the beam on either side. The glass or lens shall be of not less than the following dimensions:

Class two. Nineteen square inches.

Class three. Thirty-one square inches.

Second. A white light aft to show all around the horizon.

Third. On the starboard side a green light so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the starboard side. On the port side a red light so constructed as to show an unbroken light over an arc of the horizon of ten points of the compass, so fixed as to throw the light from right ahead to two points abaft the beam on the port side. The glasses or lenses in the said side lights shall be of not less than the following dimensions on motor boats of—

Class two. Sixteen square inches.

Class three. Twenty-five square inches.

On and after July first, nineteen hundred and eleven, all glasses or lenses prescribed by paragraph (b) of section three shall be fresnel or fluted. The said lights shall be fitted with inboard screens of sufficient height and so set as to prevent these lights from being seen across the bow and shall be of not less than the following dimensions on motor boats of—

Class two. Eighteen inches long.

Class three: Twenty-four inches long.

Provided, That motor boats as defined in this Act, when propelled by sail and machinery or under sail alone shall carry the colored lights suitably screened but not the white lights prescribed by this section.

Sec. 4. (a) Every motor boat under the provisions of this Act shall be provided with a whistle or other sound-producing mechanical appliance capable of producing a blast of two seconds or more in duration, and in the case of such boats so provided a blast of at least two seconds shall be deemed a prolonged blast within the meaning of the law.

(b) Every motor boat of class two or three shall carry an efficient fog horn.

(c) Every motor boat of class two or three shall be provided with an efficient bell, which shall be not less than eight inches across the mouth, on board of vessels of class three.

Sec. 5. That every motor boat subject to any of the provisions of this Act, and also all vessels propelled by machinery other than by steam more than sixty-five feet in length, shall carry either life preservers, or life belts, or buoyant cushions, or ring buoys or other device, to be prescribed by the Secretary of Commerce, sufficient to sustain afloat every person on board and so placed as to be readily accessible. All motor boats carrying passengers for hire shall carry one life preserver of the sort prescribed by the regulations of the board of supervising inspectors for every passenger carried, and no such boat while so carrying passengers for hire shall be operated or navigated except in charge of a person duly licensed for such service by the local board of inspectors. No examination shall be required as the condition of obtaining such a license, and any such license shall be revoked or suspended by the local board of inspectors for misconduct, gross negligence, recklessness in navigation, intemperance, or violation of law on the part of the holder, and if revoked, the person holding such license shall be incapable of obtaining another such license for one year from the date of revocation: *Provided*, That motor boats shall not be required to carry licensed officers except as required in this Act.

SEC. 6. That every motor boat and also every vessel propelled by machinery other than by steam, more than sixty-five feet in length, shall carry ready for immediate use the means of promptly and effectually extinguishing burning gasoline.

SEC. 7. That a fine not exceeding one hundred dollars may be imposed for any violation of this Act. The motor boat shall be liable for the said penalty and may be seized and proceeded against, by way of libel, in the district court of the United States for any district within which such vessel may be found.

SEC. 8. That the Secretary of Commerce shall make such regulations as may be necessary to secure the proper execution of this Act by collectors of customs and other officers of the Government. And the Secretary of the Department of Commerce may, upon application therefor, remit or mitigate any fine, penalty, or forfeiture relating to motor boats except for failure to observe the provisions of section six of this Act.

SEC. 9. That all laws and parts of laws only in so far as they are in conflict herewith are hereby repealed: *Provided*, That nothing in this Act shall be deemed to alter or amend acts of Congress embodying or revising international rules for preventing collisions at sea.

SEC. 10. That this Act shall take effect on and after thirty days after its approval.

REGULATIONS. .

All violations of the Act above must be reported to the Department of Commerce (Bureau of Navigation) through collectors of customs regardless of mitigating circumstances, as authority to mitigate and remit the penalties under the laws mentioned is vested solely in the Secretary of Commerce.

LIGHTS.

1. The lights provided for in section 3 of the act above are *running lights* for motor boats subject to the provisions of the act in lieu of the lights prescribed, respectively, by article 2 of the act approved June 7, 1897, entitled "An act to adopt regulations for preventing collisions upon certain harbors, rivers, and inland waters of the United States"; rule 3 of the act approved February 8, 1895, entitled "An act to regulate navigation on the Great Lakes and their connecting and tributary waters"; and rules 3, 5, 6, and 7 of section 4233 of the Revised Statutes, governing western rivers. The penalty for failure to carry such lights is a fine not exceeding \$100.

2. The lights provided for in section 3 are not in conflict with the anchor lights, lights for pilot and fishing vessels, and other lights provided in the acts above cited. Thus, the anchor light for motor boats on inland waters will remain as prescribed in article 11 of the act of June 7, 1897, as follows:

ART. 11. A vessel under one hundred and fifty feet in length when at anchor shall carry forward, where it can best be seen, but at a height not exceeding twenty feet above the hull, a white light, in a lantern so constructed as to show a clear, uniform, and unbroken light visible all around the horizon at a distance of at least one mile.

Collectors of customs and others will observe that the penalties for violations of existing laws not in conflict with this act remain unchanged.

3. Where motor boats of class 1 carry a white light forward and aft and regulation side lights instead of two-color combination light forward and white light aft as required by the act of June 9, 1910, collectors of customs and other officers, until further notice, need not report such lights as violations.

4. No penalty is incurred by motor boats for a failure to carry lights between the hours of sunrise and sunset.

5. If a motor boat, through temporary disablement of the machinery or lack of gasoline, finds it necessary to proceed under sail, the white lights should be extinguished and she should proceed with her colored lights only.

6. The aft light should be higher and so placed as to form a range with the forward light, and should be clear of house awnings and other obstructions.

7. The law does not specify the size of lights to be carried on motor boats of class 1. Such lights should be large enough, however, to accomplish the purpose intended, and it is suggested that the illuminated portion of such lights or lenses should not be less than 3 inches in diameter.

WHISTLE, FOG HORN, AND BELL.

8. No size or style of whistle, fog horn, or bell (except the bell for class 3) is prescribed, provided it is available and sufficient for the use for which it is intended. The word "efficient" must be taken in its ordinary sense, considered with reference to the object intended by the provisions in which the word appears, namely, the production of certain signals.

9. A mouth whistle capable of producing a blast of two seconds or more in duration which can be heard for at least one-half a mile has been held to be in compliance with the law.

10. Fog horns can not take the place of whistles on motor boats of classes 2 and 3.

LIFE PRESERVERS.

11. Every motor boat not carrying passengers for hire must have life preservers or life belts or buoyant cushions or ring buoys or other device, which should be of types approved by the Board of Supervising Inspectors, sufficient to sustain afloat every person on board. This includes members of the crew, children, and babies.

In addition the Department authorizes life preservers and buoyant cushions for motor boats not carrying passengers for hire under the following conditions: Each life preserver or buoyant cushion shall be capable of sustaining afloat for a continuous period of twenty-four hours an attached weight so arranged that whether the said weight be submerged or not there shall be a direct downward gravitation pull upon such life preserver or cushion of at least 20 pounds. If a buoyant cushion is furnished for more than one person, its capacity must be proportionately greater.

No such life preservers or buoyant cushions stuffed or filled with granulated cork or other loose granulated material and no pneumatic life preservers or cushions will be approved.

Planks, gratings, floorings, oars, small boats in tow, etc., are not approved as substitutes for life preservers, life belts, buoyant cushions, or ring buoys, but wooden life floats may be used, provided their dimensions shall not be less than 4 feet in length, 14 inches in breadth, 2 inches in thickness, and made of well-seasoned white pine,

or of any other wood not exceeding white pine in weight per cubic foot.

Samples of other substitutes for the articles mentioned must first be submitted to the Supervising Inspector General, Steamboat-Inspection Service, for examination and approval.

Motor boats carrying passengers for hire shall carry one life preserver of the sort prescribed by the Board of Supervising Inspectors for every passenger carried, and the person in charge must be duly licensed.

Motor boats hired at launch livery carrying any person in addition to the person operating are construed as carrying passengers for hire.

FIRE-EXTINGUISHING APPARATUS.

12. No specific means of promptly and effectually extinguishing burning gasoline are prescribed. Besides the usual extinguishers and suitable chemicals, salt or sand in sufficient quantities will serve the purpose in some cases. The salt or sand (preferably the two mixed) should be kept in a pail or receptacle ready for immediate use, and may be marked "USE ONLY IN CASE OF FIRE."

The following fire extinguishers have demonstrated a capacity for extinguishing burning gasoline and are approved by the Department: Alert, Atlas, Babcock No. 1, Badger, Bear, Bonner, Buscoba (Alert), Childs, Dick's Little Fire Queen No. 3D, Durkee, Electrene, Electric, Ever Ready, Fire Out No. 1, Fire Out No. 3, Gold Medal No. 1, Hale (Alert), Hayward, J. M. Fire, Justrite, Keystone, Knickerbocker, Louisville, Magic, Northern, Paragon, Peerless (Alert), Protector, Protector No. 10, Pyrene, Railway and Marine, Red Devil, Reliable, Royal, Safety, Safety First, B Safe Guard, Salvage, Security, Sentry, Simplex, Stempel, Success, Turner, and Underwriters No. 6.

All motor boats, irrespective of length, must be so equipped. The act defines the words "motor boat" as including every vessel propelled by machinery and not more than 65 feet in length, except tugboats and towboats propelled by steam, and those words when used in the act, and especially in sections 5 and 6, must be given that meaning.

LICENSED OFFICERS, AND INSPECTION.

13. In lieu of the inspection of steam vessels now provided by sections 4417, 4418, and 4426, Revised Statutes, it is now required that, after due inspection or personal observation, the design of the engine, boiler, or other operating machinery of motor boats more than 40 feet in length and not more than 65 feet in length, propelled by machinery driven by steam, shall be approved by the local inspectors.

All steam vessels more than 65 feet in length are subject to inspection as heretofore.

Motor boats propelled otherwise than by steam of above 15 gross tons carrying freight or passengers for hire, but not engaged in fishing as a regular business, are subject to inspection whether under or over 65 feet in length.

The only officer required to be carried on motor boats within the contemplation of the act of June 9, 1910, is the licensed operator provided for in the act.

DOCUMENTS AND NAME.

14. All motor boats of 5 net tons or over engaged in trade must be documented; that is to say, licensed by the collectors of customs. Vessels under 5 net tons are not documented in any case. The license of the vessel obtained from the collector of customs (designated a document) is additional to and must not be confounded with the license required for the operator of a motor boat.

Documented vessels must have name and home port on stern and name on each bow. Tonnage measurement is necessary only in case of vessels requiring to be documented.

The Department recommends that the name be conspicuously displayed on undocumented motor boats.

15. Motor boats are required to have on board two copies of the pilot rules to be observed by them, which will be furnished by local inspectors of steam vessels on request. Copies of this circular should be inserted therein.

The following is a tabulated statement of equipment required on the respective classes:

CARRYING PASSENGERS FOR HIRE.

	Sec. 3.	Sec. 4.	Sec. 5.	Sec. 6.
Class 1.....	Combination light forward. White light aft.	Whistle.....	Life preservers. Licensed operator.	Means for extinguishing burning gasoline.
Class 2.....	White lights forward and aft and colored sidelights.	Whistle, bell, and fog horn.	Same as Class 1.....	Same as Class 1.
Class 3.....	Same as Class 2.....	Same as Class 2.....	Same as Class 1.....	Same as Class 1.

NOT CARRYING PASSENGERS FOR HIRE.

	Sec. 3.	Sec. 4.	Sec. 5.	Sec. 6.
Class 1.....	Combination light forward. White light aft.	Whistle.....	Life preservers or life-saving devices prescribed by act.	Means for extinguishing burning gasoline.
Class 2.....	White lights forward and aft and colored sidelights.	Whistle, bell, and fog horn.	Same as Class 1.....	Same as Class 1.
Class 3.....	Same as Class 2.....	Same as Class 2.....	Same as Class 1.....	Same as Class 1.

In addition to the above, two copies of the pilot rules must be carried on all motor boats.

No equipment, except anchor lights after sunset, is required on motor boats, when not being navigated.

WILLIAM C. REDFIELD, *Secretary.*

No. 240, third edition¹ (Bureau of Navigation).—REGISTRY OF FOREIGN-BUILT VESSELS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, September 21, 1914.

To collectors of customs and others concerned:

Your attention is invited to the act approved August 18, 1914, and now in effect, entitled "An act to provide for the admission of foreign-built ships to American registry for the foreign trade, and for other purposes," which reads as follows:

Be it enacted by the Senate and House of Representatives of the United States of America in Congress Assembled, That the words "not more than five years old at the time they apply for registry" in section five of the Act entitled "An Act to provide for the opening, maintenance, protection, and operation of the Panama Canal and the sanitation and government of the Canal Zone," are hereby repealed.

Sec. 2. That the President of the United States is hereby authorized, whenever in his discretion the needs of foreign commerce may require, to suspend by order, so far and for such length of time as he may deem desirable, the provisions of law prescribing that all the watch officers of vessels of the United States registered for foreign trade shall be citizens of the United States.

Under like conditions, in like manner, and to like extent the President of the United States is also hereby authorized to suspend the provisions of the law requiring survey, inspection, and measurement by officers of the United States of foreign-built vessels admitted to American registry under this Act.

Sec. 3. This Act shall take effect immediately.

Section 5 of the Panama Canal Act of August 24, 1912, as amended by the act of August 18, 1914, so far as it relates to the registry of foreign-built vessels, now reads as follows:

That section forty-one hundred and thirty-two of the Revised Statutes is hereby amended to read as follows:

"Sec. 4132. Vessels built within the United States and belonging wholly to citizens thereof; and vessels which may be captured in war by citizens of the United States and lawfully condemned as prize, or which may be adjudged to be forfeited for a breach of the laws of the United States; and seagoing vessels, whether steam or sail, which have been certified by the Steamboat Inspection Service as safe to carry dry and perishable cargo, wherever built, which are to engage only in trade with foreign countries or with the Philippine Islands and the islands of Guam and Tutuila, being wholly owned by citizens of the United States or corporations organized and chartered under the laws of the United States or of any State thereof, the president and managing directors of which shall be citizens of the United States, and no others, may be registered as directed in this title. Foreign-built vessels registered pursuant to this act shall not engage in the coastwise trade: *Provided*, That such vessels so admitted under the provisions of this section may contract with the Postmaster General, under the act of March third, eighteen hundred and ninety-one, entitled 'An act to provide for ocean mail service between the United States and foreign ports, and to promote commerce,' so long as such vessels shall in all respects comply with the provisions and requirements of said act."

The Commissioner of Navigation is specially charged with the decision of all questions relating to the issue of registers of vessels (act of July 5, 1884, sec. 2), and correspondence concerning the issue of registers to foreign-built vessels will be conducted by or through collectors of customs with him.

¹ The first edition of this circular was issued August 30, 1912; the second edition August 25, 1914, and both are entirely superseded by this edition.

In the case of an application for the registry of a foreign-built vessel under the act above quoted the following procedure will be observed:

1. In lieu of the builder's certificate, a certified copy of the ship's foreign register, and a certified copy of the ship's foreign measurement certificate, if there be one, will be filed with the application.

2. The measurement laws of the United States and of the principal maritime nations are substantially the same. In cases covered by the order of the President, the principal dimensions and the particulars of measurements, required in the certificate of registry, may be taken from the foreign register or certificate of measurement and inserted in the register. Metric terms should be converted into their equivalents.

3. Applications for official number (Cat. No. 1320), in addition to the information now stated, will give the name of the former owner, and state that the bill of sale has been examined by the collector of customs or not, as the case may be.

4. The master's oath of citizenship will be waived in cases where the President of the United States pursuant to section 2 of the act has suspended the provisions of law requiring citizenship.

5. The local inspectors of steam vessels on application before the issue of a register will inspect the vessel so far as may be necessary to determine that it is "safe to carry dry and perishable cargo," and if they find the vessel meets this requirement they shall file a certificate that under the act of August 18, 1914, the vessel is "safe to carry dry and perishable cargo." This inspection and certificate are to determine the eligibility of the vessel to registry under the act. The record books of recognized classification societies will assist inspectors in prompt decision on this point.

6. Existing blanks will be modified by pen when necessary.

7. The ownership and citizenship of owners will be established as in the case of vessels built in the United States.

8. In the case of corporate ownership, the applicant will furnish a satisfactory certificate as to the organization of the corporation and the names of its president and managing directors. The citizenship of the president and managing directors will be established to the satisfaction of the collector.

9. Every register issued pursuant to the act quoted shall carry under the words "Regulation of commerce and navigation, Revised Statutes of the United States," the following notation in black ink:

As amended by section 5 of the Panama Canal Act and by the act of August 18, 1914, entitling the vessel to engage only in trade with foreign countries or with the Philippine Islands and the islands of Guam and Tutuila. This vessel shall not engage in the coastwise trade.

This notation must appear in similar manner on all subsequent registers.

10. The order of the President of the United States under section 2 of the act is attached.

11. The sale must be unconditional and complete. Especially any reservation to the vendor of a right to repurchase the vessel will be sufficient cause to authorize refusal to issue a register.

12. The bona fides of the purchase and the ability to purchase must be established by the vendee, if the collector is in doubt. A special form of affidavit has been mailed.

On application by the owner or master the collector of customs will furnish a certified copy of the bill of sale for the master's use on board.

13. The bill of sale should contain a notation in ink, referring to and identifying the foreign register for future reference, if necessary.

14. Special instructions concerning American-bound vessels in foreign ports have been mailed in multigraph.

15. If doubt arise in any actual case, the collector of customs will wire, at the expense of the applicant, to the Commissioner of Navigation, Department of Commerce, Washington, for instructions.

E. T. CHAMBERLAIN,
Commissioner of Navigation.

Approved:

E. F. SWEET, *Acting Secretary.*

EXECUTIVE ORDER.¹

September 4, 1914.

In pursuance of the authority conferred upon the President of the United States by section 2 of the act approved August 18, 1914, entitled "An Act to provide for the admission of foreign-built ships to American registry for the foreign trade, and for other purposes," it is hereby ordered:

1. That the provisions of law prescribing that the watch officers of vessels of the United States registered for foreign trade shall be citizens of the United States are hereby suspended so far and for such length of time as is herein provided, namely: All foreign-built ships which shall be admitted to United States registry under said act may retain the watch officers employed thereon, without regard to citizenship, for seven years from this date, and such watch officers shall be eligible for promotion. Any vacancy occurring among such watch officers within two years from this date may be filled without regard to citizenship; but any vacancy which may occur thereafter shall be filled by a watch officer who is a citizen of the United States.

2. That the provisions of law requiring survey, inspection, and measurement, by officers of the United States, of foreign-built ships admitted to United States registry under said act are hereby suspended for two years from this date.

WOODROW WILSON.

No. 242, second edition.²—OATHS TO EXPENSE ACCOUNTS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 20, 1916.

To officers and employees of the Department of Commerce:

The attention of the employees of the Department of Commerce is invited to the following provisions of law:

Section 8 of the act making appropriations for the sundry civil expenses of the Government for the fiscal year ended June 30, 1913, and for other purposes, approved August 24, 1912, provides that:

After June thirtieth, nineteen hundred and twelve, postmasters, assistant postmasters, collectors of customs, collectors of internal revenue, chief clerks of the various executive departments and bureaus, or clerks designated by them for the purpose, the superintendent, the acting superintendent, custodian,

¹ See supplemental Executive order, dated September 1, 1916, Circular 272 (p. 162).

² The first edition of this circular was issued September 6, 1912. The provision contained in Department Circular No. 244 has also been embodied in this circular.

and principal clerks of the various national parks and other Government reservations, superintendent, acting superintendents, and principal clerks of the different Indian superintendencies or Indian agencies, and chiefs of field parties, are required, empowered, and authorized, when requested, to administer oaths, required by law or otherwise, to accounts for travel or other expenses against the United States, with like force and effect as officers having a seal; for such services when so rendered, or when rendered on demand after said date by notaries public, who at the time are also salaried officers or employees of the United States, no charge shall be made; and on and after July first, nineteen hundred and twelve, no fee or money paid for the services herein described shall be paid or reimbursed by the United States.

The Comptroller of the Treasury has decided that the above-mentioned provision of law, which authorizes clerks, designated for that purpose by the chief clerks of the various departments and bureaus, to administer oaths to expense accounts, applies only to clerks in the "executive departments at Washington and bureaus thereof." (19 Comp. Dec., 254.)

Section 7 of the act to authorize aids to navigation and other works in the Lighthouse Service, and for other purposes, approved March 3, 1915, provides that:

Hereafter the provisions of section eight of the act of Congress approved August twenty-fourth, nineteen hundred and twelve (Thirty-seventh Statutes, page four hundred and eighty-seven), relative to the administering of oaths to travel accounts or other expenses against the United States shall be extended to chief clerks in the offices of lighthouse inspectors or other employees in the Lighthouse Service designated by them, and hereafter chief clerks in offices of lighthouse inspectors and employees designated by them are authorized to administer oaths of office to employees of the Lighthouse Service.

The foregoing sections prohibit the reimbursement of any fee or money paid for services performed in swearing to accounts for travel or other expenses against the United States, and no reimbursement will be made for any fee so paid after August 23, 1912.

Employees will swear to their accounts before any one of the officers mentioned in the above sections, or any clerk designated in accordance therewith, or a notary public who is at the time a salaried employee of the United States.

The chief clerks of the bureaus of the Department will designate some clerk in their offices to administer oaths to expense accounts. In each bureau where there is no chief clerk the Chief Clerk of the Department will, upon proper recommendation, make such designations. Where no "clerks" are employed the employees of the Department should be instructed to swear to their expense accounts before one of the officers authorized to perform such services by the acts above quoted.

The designations by the chief clerks of the bureaus or by the Chief Clerk of the Department shall be in the following form:

_____, a clerk in the _____, is hereby designated, empowered, and authorized, when requested, to administer oaths required by law or otherwise to accounts for travel or other expenses against the United States with like force and effect as officers having a seal. For such services no charge shall be made.

Chief Clerk (Department or Bureau).

The designation shall be made in a sufficient number of copies that one copy can be filed in the office of the Disbursing Clerk of the Department of Commerce, one copy in the Office of the Secretary, and one copy in the bureau or office in which the designation is made.

WILLIAM C. REDFIELD, *Secretary.*

No. 243, second edition.—REGULATIONS GOVERNING SELECTION AND APPOINTMENT OF PERSONS CERTIFIED DIRECTLY TO FIELD OFFICERS OF DEPARTMENT BY DISTRICT SECRETARIES OF CIVIL SERVICE COMMISSION.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, April 15, 1915.

To whom it may concern:

Under the district system of certifications of the United States Civil Service Commission, field officers of this Department will make requisition for eligibles for certain positions upon the district secretaries of the Commission, and report selections to them, instead of obtaining such eligibles through the Department and the Commission at Washington.

The following positions in the field service of this Department will be filled by selection from certificates issued to local officials of the Department by district secretaries:

First grade, or clerical.

Third grade, or subclerical (including such positions as messenger, watchman, and skilled laborer).

Stenographer and typewriter.

Stenographer only.

Typewriter only.

Bookkeeper.

Elevator conductor.

Messenger boy.

Telephone operator.

Junior laboratory helper.

Technical or mechanical positions, such as steam engineer, electrician, dynamo tender, etc., for which eligibles may ordinarily be found in all localities.²

Trades and similar noneducational positions, such as blacksmith, fireman, carpenter, gardener, gas fitter, janitor, machinist, plumber, rodman, steam fitter, etc.²

Unskilled laborer (at cities where labor regulations are in force).

For all positions not enumerated above, certifications will be made directly by the Civil Service Commission to this Department.

In the event registers for any positions in the Department of Commerce should be transferred from the Washington office of the Commission to the offices of district secretaries, or vice versa, due notification of such change will be given field officers and others concerned.

The headquarters of the district secretaries and of local representatives of the Commission maintaining eligible registers and charged with the duty of issuing certifications, and the geographical jurisdiction of each, are as follows:

First district.—Headquarters, Boston, Mass.: Maine, New Hampshire, Vermont, Massachusetts, Rhode Island, and Connecticut.

Second district.—Headquarters, New York, N. Y.: New York, and the counties of Bergen, Essex, Hudson, Morris, Passaic, Sussex, and Union in the State of New Jersey.

Third district.—Headquarters, Philadelphia, Pa.: Pennsylvania, Delaware, and the counties of Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Hunterdon, Mercer, Middlesex, Monmouth, Ocean, Salem, Somerset, and Warren in the State of New Jersey.

¹ Supersedes Circular No. 224 (April 1, 1911), and the first edition of this circular (October 24, 1912).

² Employees in the Lighthouse Service at large in technical or mechanical positions, trades, and similar noneducational positions, and in positions for service upon field construction work will be selected in the manner outlined by separate regulations governing appointments in the Lighthouse Service.

Fourth district.—Headquarters, Washington, D. C.: Maryland, West Virginia, Virginia, North Carolina, and the District of Columbia.

Fifth district.—Headquarters, Atlanta, Ga.: South Carolina, Georgia, Alabama, Florida, Mississippi, and Tennessee.

Sixth district.—Headquarters, Cincinnati, Ohio: Ohio, Indiana, and Kentucky.

Seventh district.—Headquarters, Chicago, Ill.: Wisconsin, Michigan, and the counties of Boone, Bureau, Carroll, Cook, Dekalb, Dupage, Ford, Grundy, Henderson, Henry, Iroquois, Jo Daviess, Kane, Kankakee, Kendall, Knox, Lake, LaSalle, Lee, Livingston, McHenry, Marshall, Mercer, Ogle, Peoria, Putnam, Rock Island, Stark, Stephenson, Warren, Whiteside, Will, Winnebago, and Woodford in the State of Illinois.

Eighth district.—Headquarters, St. Paul, Minn.: Minnesota, North Dakota, South Dakota, Nebraska, and Iowa.

Ninth district.—Headquarters, St. Louis, Mo.: Kansas, Missouri, Arkansas, Oklahoma, and the counties of Adams, Alexander, Bond, Brown, Calhoun, Cass, Champaign, Christian, Clark, Clay, Clinton, Coles, Crawford, Cumberland, Dewitt, Douglas, Edgar, Edwards, Effingham, Fayette, Franklin, Fulton, Gallatin, Greene, Hamilton, Hancock, Hardin, Jackson, Jasper, Jefferson, Jersey, Johnson, Lawrence, Logan, McDonough, McLean, Macon, Macoupin, Madison, Marion, Mason, Massac, Menard, Monroe, Montgomery, Morgan, Moultrie, Perry, Piatt, Pike, Pope, Pulaski, Randolph, Richland, St. Clair, Saline, Sangamon, Schuyler, Scott, Shelby, Tazewell, Union, Vermillion, Wabash, Washington, Wayne, White, and Williamson in the State of Illinois.

Tenth district.—Headquarters, New Orleans, La.: Louisiana and Texas.

Eleventh district.—Headquarters, Seattle, Wash.: Washington, Oregon, Idaho, Montana, Wyoming, and Alaska.

Twelfth district.—Headquarters, San Francisco, Cal.: California, Nevada, Arizona, New Mexico, Colorado, and Utah.

Porto Rico.—Headquarters, San Juan, P. R. Address: Chairman, Porto Rican Civil Service Commission.

Hawaii.—Headquarters, Honolulu, Hawaii. Address: Secretary, Local Board, U. S. Civil Service Examiners.

As each secretary will be required to handle certifications for filling many field positions in the various bureaus of the different departments, and as the successful operation of this plan of certification depends upon the adoption of prompt and efficient methods, it is highly important that officers concerned in the selection and appointment of eligibles for the outside service adhere strictly to the procedure outlined in these regulations, *to a correct understanding of which a careful study of the civil-service rules is essential.*

REGULATION I.—*Antecedent authority.*

Positions at usual entrance salary.—Except in cases in which previous instructions as to the filling of vacancies have been given by the Department or bureau, general authority is hereby given to field officers to proceed to the filling of authorized new positions or vacancies in permanent positions at the usual entrance salary, and to the temporary filling of such vacancies, as provided herein by Regulation VIII, in the absence of eligibles for permanent appointment.

Positions above the usual entrance salary.—No action will be taken with regard to filling a new position or a vacancy with compensation above the usual entrance salary without prior departmental authority. Recommendation for filling such a position or vacancy, showing the necessity therefor and the manner in which it is desired to make the appointment, will be forwarded by the proper field officer to the bureau officer, who will transmit the same with his recommendation to the Department. If the Department determines upon selection from the register, it will promptly authorize the

bureau to obtain through the field officer a certificate from the district secretary, but it should be borne in mind that in no case will a vacancy above the lowest of any grade be filled by probational appointment unless there are no persons in the class or classes below who possess adequate qualifications and are otherwise eligible for promotion. Nor, unless authorized by law, will an original appointment be made to a clerical position paying more than \$900 per annum, unless satisfactory reasons are given showing why the services of a competent person can not be obtained at that compensation.

REGULATION II.—*Requisition on the district secretary.*

Having been authorized, as provided in Regulation I, to obtain a certification, the field officer should make requisition on the blank provided for that purpose (Form A) upon the secretary of the district in which the vacancy exists. When a supply of the form is needed, requisition should be made upon the Division of Publications.

REGULATION III.—*Selection for appointment.*

Upon receipt from the district secretary of the certificate and accompanying papers, the latter should be carefully examined by the field officer with a view to the selection of the most suitable person, particular attention being given to the averages obtained in each subject of the examination (and especially those which are most essential for the position to be filled), the ages of the persons certified, previous experience, records as to previous service, physical defects, and vouchers as to habits and disposition, etc. If the field officer desires to base his selection upon a personal inspection as well as upon the information disclosed by the examination papers, he may request all of the persons certified, who may be locally available, to call upon him.

With a view to a compliance with the Executive order of April 7, 1909,¹ with regard to the employment of deaf-mutes in positions the work of which they are considered capable of performing, care should be taken to ascertain whether any of the eligibles are within this class; also whether any of them are entitled to preference for appointment under section 1754, Revised Statutes.²

In the event a deaf-mute is certified but not selected, or if a person is selected whose previous conduct, employment, or habits are questionable, a full statement of the facts should be submitted for the consideration of the Department, and the examination papers

¹ The Executive order of April 7, 1909, in regard to the admission of deaf-mutes to civil-service examinations reads as follows:

"Deaf-mutes may be admitted to examinations for all places in the classified civil service of the United States whose duties in the opinion of the heads of the several Executive Departments they may be considered capable of performing, and each Department will furnish to the Civil Service Commission a list of such positions, which list shall not be changed without previous notice to the Commission and in accordance with which the Commission shall certify or withhold from certifications deaf-mutes as they are reached in their order."

The list furnished the Civil Service Commission includes any clerical position not involving special qualifications up to and including the grade of \$900 per annum; charwoman, draftsman, engraver, and computer in the Coast and Geodetic Survey.

² By section 1754, Revised Statutes, it is made the duty of those making appointments to civil offices to give preference, other things being equal, to persons honorably discharged from the military or naval service by reason of disability incurred in the line of duty; but the matter of capacity and personal fitness for the place is for the determination of the appointing power. (19 Op. Atty. Gen., 818.)

should not be returned to the district secretary or report made to him until the question of the permissibility of the appointment has been determined.

Having made selection, the field officer should immediately communicate with the prospective appointee, making no positive offer, but merely indicating the nature and salary of the position for which he has been certified, and inquiring whether he will accept appointment, *if tendered* (the Commission's Form 1992 may be used for this purpose). Particular care must be taken to ascertain whether the eligible has two members of his family in the Government service; and if so, to require him to state the relationship and service in which such relatives are employed, and whether they all live under the same roof. If the reply raises any question as to his eligibility for appointment under the provision of law relating to members of a family¹ in the service (sec. 9 of the civil-service act), the matter should be submitted to the district secretary for his consideration and determination. If it is impossible to make selection from the first certificate because the eligibles decline or fail to respond, the papers should be returned to the district secretary with a statement of the facts and request made for additional eligibles. Whenever practicable, written declinations should be obtained and should accompany the report to the district secretary. Unless one or more of the eligibles show disqualifications for the position to be filled, selection should be made from the first certificate; but if it should appear that suitable selection can not be made because of disqualifications of the eligibles, the field officer may return the papers to the district secretary with a statement of his objections and a request for further certification. As a rule, only the following objections on account of disqualifications are sustained by the Commission: (a) Dismissal from the service for delinquency or misconduct within one year next preceding the date of his application; (b) physical or mental unfitness for the position for which he applies; (c) criminal, infamous, dishonest, immoral, or notoriously disgraceful conduct; (d) intentionally making a false statement in any material fact, or practicing any deception or fraud in securing examination, registration, certification, or appointment; (e) refusal to furnish testimony in regard to matters inquired of arising under the civil-service act and rules; and (f) the habitual use of intoxicating beverages to excess.

REGULATION IV.—*Nomination for appointment.*

Having made his selection in accordance with the procedure outlined in the foregoing paragraph, the field officer will make recommendation addressed to the bureau for the appointment of the person selected, and *will transmit this recommendation direct to the bureau, together with the original certificate*, indicating in the spaces provided for the purpose the name of the person selected, those who may have declined, and those who may have failed to respond to the

¹The "family" consists of those who live under the same roof with the pater-familias—those who form his fireside; but when they branch out and become heads of new establishments they cease to be a part of the father's family. (26 Op. Atty. Gen., 301.)

tentative offer of appointment. The field officer will at the same time transmit to the district secretary a carbon copy of such report, together with written declinations, if any, and the examination papers of the eligibles named on the certificate. In cases, however, where photographs of persons certified are submitted with the papers, the photograph of the person selected will be retained by the district officer for the purpose of identification. After the person has entered upon duty the photograph will be returned to the district secretary with Civil Service Commission Form 124, as directed in Regulation V.

When an appointment is authorized by the Department, notice of such authorization will be transmitted to the appointee through the bureau and field officer. Upon receipt of the notice the field officer will transmit it to the appointee with necessary instructions as to reporting for duty, etc. Whenever an eligible declines appointment after selection but before entrance upon duty, the notice of appointment should be returned to the bureau with recommendation for its cancellation. The district secretary should thereupon be advised of the declination and the recommendation for the cancellation of the appointment and furnished with the written declination whenever practicable. The field officer may request another certification under the prior authority given as provided in Regulation I.

REGULATION V.—*Assignment to duty.*¹

Before assigning to duty a person selected from the register for probationary appointment, he shall be required to execute Civil Service Commission Form 124 (Declaration of Appointee) which, together with the photograph, if any, submitted with the examination papers, should be promptly forwarded to the district secretary for filing. If it should appear from an inspection of this form that the appointment is not permissible, the case should be presented to the district secretary; otherwise the person selected may be assigned to duty subject to the following restrictions:

(a) Persons who are nominated for appointment, either permanent or temporary (original or extension), must not be assigned to duty, *unless absolutely necessary*, until the appointment notice has been received from the Department.

(b) In cases where it is absolutely necessary that an appointee be assigned to duty immediately, telegraphic authority for such assignment may be requested, provided the prior approval of the proper civil-service district secretary, whenever required, is first obtained and the Department is so advised.

(c) In cases where, by reason of the isolation of place of employment or other causes, it is impossible to request telegraphic authority, general authority is hereby given to field officers to proceed to fill vacancies and assign appointees to duty in accordance with the provisions of the civil-service rules and the Department's regulations governing such cases.

(d) With the exception of the emergency cases indicated in the preceding paragraph, no appointments of employees in the field serv-

¹ The instructions contained in this regulation do not supersede the special civil-service regulations for the Lighthouse Service, adopted January 28, 1918.

ice who are assigned to duty before proper authority is given will be made effective prior to the date on which actually authorized, and the Department will not accept as satisfactory the report of a field officer that an appointee was improperly assigned to duty through oversight, carelessness, indifference to instructions, or failure to take the necessary steps in sufficient time to permit of the proper action being taken by the Department.

REGULATION VI.—*Oath of office and personal question sheet.*

The oath of office and the Department's personal question sheet should be promptly executed and forwarded to the Department in the usual manner. *In no case should the oath of office be executed before the appointment is authorized by the Department.*

REGULATION VII.—*Unskilled laborers.*

Regulations governing the employment of unskilled laborers in Federal offices outside of Washington, D. C. (Civil Service Commission Form 1725), have been established by the President, and as the procedure to be followed in the employment of such persons is therein clearly defined no further explanation is necessary. Copies of the form may be obtained from the district secretary.

REGULATION VIII.—*Temporary appointment.*

A temporary appointment may be in one of two classes: (1) One necessarily made to a permanent position; (2) one purely temporary—that is, for a job of work after the completion of which the services of an additional employee will be no longer required.

Except in extreme emergencies, as provided in Regulation V, no temporary appointment of the second class (job employment) should be made without prior authorization of the Department, which may be requested by telegraph if necessary, and no temporary appointee should be assigned to duty until the appointment notice or proper authority has been received from the Department. Requisition for the certification of eligibles for temporary appointment should be made in the same manner as that provided for permanent appointment, except that the district secretary in this case should be made acquainted with the reasons which necessitate such appointment and the probable length of time the services of the appointee will be required. The field officer should at the same time request the district secretary to authorize the appointment of a suitable person without examination for the period desired in the event there are no eligibles available or if the eligibles certified decline or are found to be not available.

When there is work of a temporary character at the completion of which the services of an additional employee will not be required, a temporary appointment may be made, with the prior approval of the Department and the district secretary (except as provided in the following paragraphs), for a period not to exceed three months.

When time will not permit the securing of a certification of eligibles for temporary appointment from a district secretary, the secretary of the local board of examiners at the city in which a vacancy

occurs should be requested to furnish a list of eligibles immediately available for temporary appointment from which selection may be made as from a certification and the bureau advised thereof by letter in duplicate forwarded through the office of the district secretary for indorsement as to regularity. The letter will be forwarded in duplicate in order that the district secretary may retain one copy.

If the local secretary is unable to furnish a list of eligibles, or, in the absence of a local secretary, if the local official of the Department has not been furnished a list of eligibles for temporary appointment, the nomination of any suitable person may be made to the bureau by letter in duplicate through the office of the district secretary, if for job employment, for a period not to extend beyond three months, and, if in a permanent position, for a period not to extend beyond 30 days from the receipt of the first certification of eligibles issued for probationary appointment, or certificate authorizing promotion, reinstatement, or transfer to this position.

If it is necessary to extend a temporary appointment beyond the period originally authorized, the prior authority of the Department and the district secretary should be secured for a specific period in all cases; except that appointments originally made for job employment for a full period of three months under the prior authority of the district secretary (including those regularly made from lists of eligibles) may be extended, with the prior approval of the Department, by reporting to the district secretary such extension when made, showing the necessity therefor and the probable period (not to exceed three additional months). No temporary appointment for job work can be extended beyond six months except under unusual circumstances, and then only with the prior authority of the Civil Service Commission, obtained through the district secretary, to complete the job of work for which the appointment was originally made.

An extension shall not be effective, and the services of an employee to be retained beyond the period originally authorized shall not be continued, until the field officer has been notified by the Department or bureau that the extension has been authorized.

These regulations have been approved by the Civil Service Commission.

WILLIAM C. REDFIELD, *Secretary.*

No. 245 (Bureau of Navigation and Steamboat-Inspection Service).—**MANNING OF INSPECTED VESSELS.**¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, March 18, 1913.

To collectors of customs, supervising and local inspectors, Steamboat-Inspection Service, and others concerned:

Your attention is invited to the following amendments to section 4463, Revised Statutes, as amended by the act entitled "An act to

¹ Supersedes Circular No. 233.

regulate the officering and manning of vessels subject to the inspection laws of the United States," approved March 3, 1913:

AN ACT To regulate the officering and manning of vessels subject to the inspection laws of the United States.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That section forty-four hundred and sixty-three of the Revised Statutes of the United States, be, and is hereby, amended to read as follows:

"Sec. 4463. Any vessel of the United States subject to the provisions of this title or to the inspection laws of the United States shall not be navigated unless she shall have in her service and on board such complement of licensed officers and crew as may, in the judgment of the local inspectors who inspect the vessel, be necessary for her safe navigation. The local inspectors shall make in the certificate of inspection of the vessel an entry of such complement of officers and crew,¹ which may be changed from time to time by indorsement on such certificate by local inspectors by reason of change of conditions or employment. Such entry or indorsement shall be subject to a right of appeal, under regulations to be made by the Secretary of Commerce and Labor, to the supervising inspector and from him to the Supervising Inspector General, who shall have the power to revise, set aside, or affirm the said determination of the local inspectors.

"If any such vessel is deprived of the services of any number of the crew without the consent, fault, or collusion of the master, owner, or any person interested in the vessel, the vessel may proceed on her voyage if, in the judgment of the master, she is sufficiently manned for such voyage: *Provided*, That the master shall ship, if obtainable, a number equal to the number of those whose services he has been deprived of by desertion or casualty, who must be of the same grade or of a higher rating with those whose places they fill. If the master shall fail to explain in writing the cause of such deficiency in the crew to the local inspectors within twelve hours of the time of the arrival of the vessel at her destination, he shall be liable to a penalty of fifty dollars. If the vessel shall not be manned as provided in this Act, the owner shall be liable to a penalty of one hundred dollars, or, in case of an insufficient number of licensed officers, to a penalty of five hundred dollars."

Sec. 2. That the board of local inspectors shall make an entry in the certificate of inspection of every ocean and coastwise sea-going merchant vessel of the United States propelled by machinery, and every ocean-going vessel carrying passengers, the minimum number of licensed deck officers required for her safe navigation according to the following scale:

That no such vessel shall be navigated unless she shall have on board and in her service one duly licensed master.

That every such vessel of one thousand gross tons and over, propelled by machinery, shall have in her service and on board three licensed mates, who shall stand in three watches while such vessel is being navigated, unless such vessel is engaged in a run of less than four hundred miles from the port of departure to the port of final destination, then such vessel shall have two licensed mates; and every vessel of two hundred gross tons and less than one thousand gross tons, propelled by machinery, shall have two licensed mates.

That every such vessel of one hundred gross tons and under two hundred gross tons, propelled by machinery, shall have on board and in her service one licensed mate; but if such vessel is engaged in a trade in which the time required to make the passage from the port of departure to the port of destination exceeds twenty-four hours, then such vessel shall have two licensed mates.

That nothing in this section shall be so construed as to prevent local inspectors from increasing the number of licensed officers on any vessel subject to the inspection laws of the United States if, in their judgment, such vessel is not sufficiently manned for her safe navigation: *Provided*, That this section shall not apply to fishing or whaling vessels, yachts, or motor boats as defined in the Act of June ninth, nineteen hundred and ten.

Sec. 3. That it shall be unlawful for the master, owner, agent, or other person having authority, to permit an officer of any vessel to take charge of the deck watch of the vessel upon leaving or immediately after leaving port,

¹The act of March 4, 1915, further amends section 4463 by adding the words "including certificated lifeboat men, separately stated," to the word "crew" wherever it occurs.

unless such officer shall have had at least six hours off duty within the twelve hours immediately preceding the time of sailing, and no licensed officer on any ocean or coastwise vessel shall be required to do duty to exceed nine hours of any twenty-four while in port, including the date of arrival, or more than twelve hours of any twenty-four at sea, except in a case of emergency when life or property is endangered. Any violation of this section shall subject the person or persons guilty thereof to a penalty of one hundred dollars.

SEC. 4. That all laws or parts of laws in conflict with this Act are hereby repealed.

You will be guided by the following general rules in reporting to the Department violations of section 4438 or section 4463 of the Revised Statutes, as amended by the above act:

1. Where a man serves without a license, or with a license inadequate in any respect, in a position requiring a specific license, the case should be reported as a violation of section 4438, Revised Statutes, penalty \$100 on employer and \$100 on employee.

2. Where a vessel is short numerically of the number of men required to fill the licensed positions as prescribed in the certificate of inspection or is short of the number of the crew required by said certificate, the case should be reported as a violation of section 4463, Revised Statutes, as amended by the act of March 3, 1913, carrying with it a penalty of \$100 if the vessel is not manned as provided by the act and in case of an insufficient number of licensed officers a penalty of \$500.

3. Where, however, in exceptional cases, as when about to leave a dock, the vessel is deprived of the services of any number of the complement prescribed in the certificate, "without the consent, fault, or collusion of the master, owner, or any person interested in the vessel," as, for example, through sudden illness or desertion of one of the men, the vessel may proceed on her voyage if in the judgment of the master she is sufficiently manned for such voyage.

If the master, however, fails to explain in writing the cause of such deficiency in the crew to the local inspectors within twelve hours of the time of the arrival of the vessel at her destination, he is liable to a penalty of \$50.

The act of Congress above referred to takes effect immediately, and local inspectors are directed to be governed thereby in the issuance of certificates of inspection and to at once amend unexpired certificates of inspection to comply with the terms of the statute.

WILLIAM C. REDFIELD, *Secretary.*

No. 246, fourth edition (Bureau of Fisheries).—REGULATIONS FOR THE PROTECTION OF FUR-BEARING ANIMALS IN ALASKA.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, February 1, 1916.

To whom it may concern:

Section 4 of "An act to protect the seal fisheries of Alaska, and for other purposes," approved April 21, 1910 (36 Stat., 327), provides that—

¹ Supersedes Department Circular No. 206 (June 2, 1910), Alaska Fisheries Service Circular No. 1 (March 8, 1911), and Department Circular No. 246 (March 26, 1913, June 22, 1914, and May 24, 1915).

The fur-seal fisheries of Alaska, the Aleutian Islands Reservation, and the Afognak Reservation are subject to special legislative and administrative control. Persons desiring information pertaining thereto should address the Commissioner of Fisheries, Washington, D. C., stating specifically the character of the information desired.

No person shall kill any otter, mink, marten, sable, or fur seal, or other fur-bearing animal, within the limits of Alaska Territory or in the waters thereof; and every person guilty thereof shall, for each offense, be fined not less than two hundred nor more than one thousand dollars or imprisoned not more than six months, or both; and all vessels, their tackle, apparel, furniture, and cargo found engaged in violation of this section shall be forfeited; but the Secretary of Commerce¹ shall have power to authorize the killing of any such mink, marten, sable, fur seal, or other fur-bearing animal under such regulations as he may prescribe; and it shall be the duty of the Secretary of Commerce² to prevent the killing of any fur seal except as authorized by law and to provide for the execution of the provisions of this section until it is otherwise provided by law.

In accordance with the provision in the foregoing section empowering the Secretary of Commerce to authorize the killing of fur-bearing animals under such regulations as he may prescribe, the following regulations are promulgated:

I. SEASONS—WILD FUR-BEARING ANIMALS.

Wild fur-bearing animals hereinafter mentioned may be killed in the Territory of Alaska except during the close season specified with respect to each of the several animals designated: *Provided*, That no fur-bearing animal for which any close season is herein specified shall be killed at any time whatsoever when the skin or pelt is not prime or if captured in the season when its killing is unauthorized.

1. *Sea otter*.—The killing of any sea otter is prohibited until November 1, 1920.

2. *Beaver*.—The killing of any beaver is prohibited until November 1, 1918.

3. *Land otter and mink*.—The killing of any land otter or mink is prohibited throughout the season from April 1 to November 15, both days inclusive, of each year.

4. *Marten (American sable)*.—The killing of marten (American sable) is prohibited on and from March 15, 1916, until November 15, 1921.

5. *Weasel (ermine)*.—The killing of any weasel (ermine) is prohibited throughout the season from March 15 to November 15, both days inclusive, of each year.

6. *Muskrat*.—The killing of any muskrat is prohibited throughout the season from June 1 to November 30, both days inclusive, of each year.

7. *Lynx (wildcat)*.—The killing of any lynx (wildcat) is prohibited throughout the season from March 1 to November 15, both days inclusive, of each year.

8. *Fox*.—The killing of any fox is prohibited throughout the season from March 15 to November 15, both days inclusive, of each year.

9. *Black bear, wolf, wolverine, squirrel, and hare (rabbit)*.—The killing of any black bear, wolf, wolverine, squirrel (spermophile), or hare (rabbit) is not prohibited at any time.

II. SEASONS FOR KILLING FUR-BEARING ANIMALS BORN AND REARED IN CAPTIVITY.

Owners or operators of fur farms or other establishments used for the breeding and rearing of fur-bearing animals in Alaska may kill

¹Title of Secretary changed from "Secretary of Commerce and Labor" to "Secretary of Commerce" by act of March 4, 1918 (37 Stat., 736).

fur-bearing animals which have been born and reared upon such farms or other establishments, subject to the same restrictions as to species, time of killing, and primeness of fur as are herein promulgated in respect to wild fur-bearing animals: *Provided*, That the owners or operators of such fur farms or other establishments shall have previously informed the Bureau of Fisheries, Department of Commerce, Washington, D. C., that they are engaged in the business of fur farming in Alaska and shall furnish such further reports in regard to their business, for the information of the Department of Commerce, as may be called for from time to time: *And provided further*, That any duly authorized representative of the Bureau of Fisheries, Department of Commerce, is allowed to go upon said fur farm at any time and to have at all times free and unobstructed access to all corrals, pens, or other structures used for breeding operations.

III. TRAPS.

The killing of any fur-bearing animal in the Territory of Alaska at any time by means of the trap or device known as the "klips" is prohibited.

The killing of any fur-bearing animal in the Territory of Alaska at any time by means of any steel bear trap or any other trap with jaws having a spread exceeding 8 inches is prohibited.

IV. USE OF POISON PROHIBITED.

The killing of any fur-bearing animal by means of strychnine or any other poison is prohibited at all times.

The Criminal Code of Alaska (Title I, chap. 13, sec. 186) states that all persons concerned in the commission of a crime, whether they directly commit the act constituting the crime or aid and abet in its commission, though not present, are principals, and to be tried and punished as such. By this section any person selling poison for the purpose of killing fur-bearing animals is a participator in the crime and is likewise punishable.

V. SEIZURE OF SKINS.

No person shall purchase, sell, offer for sale, or export, or have in possession any skins of fur-bearing animals for which close seasons exist except prime skins lawfully taken in the open seasons; and it shall be the duty of the wardens and other officers designated by the Secretary of Commerce to seize all skins of fur-bearing animals for which close seasons exist, except prime skins lawfully taken in the open seasons, found in the possession of any person in Alaska or in process of shipment.

The department expressly reserves and will exercise the right to examine, at any port of entry, any or all shipments of fur from Alaska, whether shipped as personal baggage or otherwise; and to detain, if necessary, at said ports any consignment of fur not forwarded in conformity with these regulations.

VI. SHIPMENTS OF FURS TO BE REPORTED.

Shipments of furs consigned to points outside of Alaska, which may be made at any time, must be reported to the Bureau of Fisheries, Department of Commerce, on appropriate blanks which will be supplied for that purpose.

VII. PENALTIES FOR UNLAWFUL SHIPMENT AND TRANSPORTATION.

The following statute (act Mar. 4, 1909, 35 Stat., 1137-1138) will be strictly enforced:

SEC. 242. It shall be unlawful for any person to deliver to any common carrier for transportation, or for any common carrier to transport from any State, Territory, or District of the United States, to any other State, Territory, or District thereof, any foreign animals or birds, the importation of which is prohibited, or the dead bodies or parts thereof of any wild animals or birds, where such animals or birds have been killed or shipped in violation of the laws of the State, Territory, or District in which the same were killed, or from which they were shipped: *Provided*, That nothing herein shall prevent the transportation of any dead birds or animals killed during the season when the same may be lawfully captured, and the export of which is not prohibited by law in the State, Territory, or District in which the same are captured or killed: *Provided further*, That nothing herein shall prevent the importation, transportation, or sale of birds or bird plumage manufactured from the feathers of barnyard fowls.

* * * * *

SEC. 244. For each evasion or violation of any provision of the three sections last preceding, the shipper shall be fined not more than two hundred dollars; the consignee knowingly receiving such articles so shipped and transported in violation of said sections shall be fined not more than two hundred dollars; and the carrier knowingly carrying or transporting the same in violation of said sections shall be fined not more than two hundred dollars.

VIII. PENALTIES AND FORFEITURES.

The penalties and forfeitures imposed will be strictly enforced against all persons who commit acts in violation of law or the regulations promulgated in accordance therewith.

EDWIN F. SWEET, *Acting Secretary*.

No. 247 (Bureau of Navigation).—RULES AND REGULATIONS TO PROMOTE THE SAFETY OF LIFE ON NAVIGABLE WATERS DURING REGATTAS OR MARINE PARADES.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, May 19, 1913.

To collectors of customs, masters and owners of steamers, yachts, motor boats, tugs, and tows, and all others concerned:

Your attention is invited to the rules and regulations prescribed below under authority of the following provisions of the act of April 28, 1908, entitled "An act to provide for safety of life on navigable waters during regattas or marine parades":

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Secretary of Commerce is hereby authorized and empowered in his discretion to issue from time to time regula-

¹ Supersedes Circulars No. 169 (June 3, 1908) and No. 223 (March 17, 1911).

tions, not contrary to law, to promote the safety of life on navigable waters during regattas or marine parades.

Sec. 2. That to enforce such regulations the Secretary of Commerce may detail any public vessel in the service of that Department and make use of any private vessel tendered gratuitously for the purpose, or upon the request of the Secretary of Commerce the head of any other Department may enforce the regulations issued under this Act by means of any public vessel of such Department and of any private vessel tendered gratuitously for the purpose.

Sec. 3. That the authority and power bestowed upon the Secretary of Commerce by sections one and two may be transferred for any special occasion to the head of another Department by the President whenever in his judgment such transfer is desirable.

Sec. 4. That for any violation of regulations issued pursuant to this Act the following penalties shall be incurred:

(a) A licensed officer shall be liable to suspension or revocation of license in the manner now prescribed by law for incompetency or misconduct.

(b) Any person in charge of the navigation of a vessel other than a licensed officer shall be liable to a penalty of five hundred dollars.

(c) The owner of a vessel (including any corporate officer of a corporation owning the vessel) actually on board shall be liable to a penalty of five hundred dollars, unless the violation of regulations shall have occurred without his knowledge.

(d) Any other person shall be liable to a penalty of two hundred and fifty dollars.

The Secretary of Commerce is hereby authorized and empowered to mitigate or remit any penalty herein provided for in the manner prescribed by law for the mitigation or remission of penalties for violation of the navigation laws. * * *

Under section 4465, Revised Statutes, vessels are liable, to any person suing for the same, to forfeit the amount of passage money and \$10 for every passenger carried in excess of the number authorized by the inspection certificate, and in addition the master or owner is liable to a penalty of \$500, under sections 4499 and 4500, Revised Statutes, for noncompliance with any regulation made under Title LII of the Revised Statutes.

REGULATIONS.

I. A vessel of any description shall not be permitted to pass up or down the course during the progress of a race in such a manner as to endanger oarsmen or passengers on excursion steamers, yachts, or other craft, whether observers or participants in the regatta. This prohibition to pass up or down shall not apply to the official boats or to the racing craft.

II. Upon special permission from the United States officer in charge, vessels may pass over the course immediately before or after a race, at a speed not to exceed 5 miles an hour.

III. A succession of sharp, short whistles from a United States vessel patrolling the course shall serve as a signal for vessels to stop. Pilots of vessels shall stop when directed to do so by the United States officer in charge, to insure the safety of passengers, as mentioned in Rule I.

IV. The above regulations will be enforced, subject to the discretion of the United States officer in charge, so as not to obstruct unnecessarily the navigation of vessels of the merchant marine.

EDWIN F. SWEET, *Assistant Secretary.*

No. 248.—REGULATIONS GOVERNING LEAVES OF ABSENCE.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, July 16, 1913.

To officers and employees of the Department of Commerce:

The following regulations covering leaves of absence of officers and employees in the Department of Commerce below the Presidential class are hereby promulgated for the information and guidance of all concerned, effective August 1, 1913.

LEGISLATION.

The act of March 15, 1898 (30 Stat., 316), provides that—

Hereafter it shall be the duty of the heads of the several Executive Departments, in the interest of the public service, to require of all clerks and other employees, of whatever grade or class, in their respective Departments, not less than seven hours of labor each day, except Sundays and days declared public holidays by law or Executive order: *Provided*, That the heads of the Departments may, by special order, stating the reason, further extend the hours of any clerk or employee in their Departments, respectively; but in case of an extension it shall be without additional compensation: *Provided further*, That the head of any Department may grant thirty days' annual leave with pay in any one year to each clerk or employee: *And provided further*, That where some member of the immediate family of a clerk or employee is afflicted with a contagious disease and requires the care and attendance of such employee, or where his or her presence in the Department would jeopardize the health of fellow clerks, and in exceptional and meritorious cases, where a clerk or employee is personally ill, and where to limit the annual leave to thirty days in any one calendar year would work peculiar hardship, it may be extended, in the discretion of the head of the Department, with pay, not exceeding thirty days in any one case or in any one calendar year.

This section shall not be construed to mean that so long as a clerk or employee is borne upon the rolls of the Department in excess of the time herein provided for or granted that he or she shall be entitled to pay during the period of such excessive absence, but that the pay shall stop upon the expiration of the granted leave.

The act of July 7, 1898 (30 Stat., 653), provides that—

Nothing contained in section seven of the Act making appropriations for legislative, executive, and judicial expenses of the Government for the fiscal year eighteen hundred and ninety-nine, approved March fifteenth, eighteen hundred and ninety-eight, shall be construed to prevent the head of any Executive Department from granting thirty days' annual leave with pay in any one year to a clerk or employee, notwithstanding such clerk or employee may have had during such year not exceeding thirty days' leave with pay on account of sickness as provided in said section seven.

The act of February 24, 1899 (30 Stat., 890), provides:

That the thirty days' annual leave of absence with pay in any one year to clerks and employees in the several Executive Departments authorized by existing law shall be exclusive of Sundays and legal holidays.

The act of March 1, 1899 (25 Stat., 779), providing for the organization of the militia of the District of Columbia, provides:

SEC. 49. That all officers and employees of the United States and of the District of Columbia who are members of the National Guard shall be entitled

¹ Supersedes Circulars No. 45 (June 30, 1904), No. 148 (March 30, 1907), and No. 179 (December 1, 1908).

to leave of absence from their respective duties, without loss of pay or time, on all days of any parade or encampment ordered or authorized under the provisions of this act.

By the act of July 1, 1902 (32 Stat., 615), the foregoing provision covers all days of service which the National Guard, or any portion thereof, may be ordered to perform by the commanding general.

The act of March 4, 1909 (35 Stat., 974), authorizes the head of Department, at his discretion, to grant to officers of the field force of the Coast and Geodetic Survey, on duty in the Philippine Islands, at one time the whole or any portion of the annual leave accrued and unused during a period of three years.

GENERAL PROVISIONS.

The leave of absence authorized by the foregoing provisions of law will be granted to clerks and other employees upon application made out in the form prescribed by the Department and approved by the head of the bureau or office in which the applicant serves.

Except in the cases of leave without pay and accrued leave that may be granted employees in the Philippine service of the Coast and Geodetic Survey, all leave will be regarded as granted, under the general authority contained in the foregoing paragraph, when the application meets the requirements of these regulations and is approved by the head of the proper bureau or office.

Not to exceed thirty days each of annual and sick leave may be granted in any one calendar year.

ANNUAL LEAVE.

Application for annual leave must be made in advance, and all partial-day absences on annual leave will be charged in periods of fifteen minutes and multiples thereof.

Absence for the purpose of taking examinations announced by the Civil Service Commission as promotion examinations will not be charged. Formal application for such leave, however, must be made.

Annual leave is not cumulative; that not taken during the calendar year lapses. This regulation does not, however, apply to officers of the field force of the Coast and Geodetic Survey on duty in the Philippine Islands, who, in the discretion of the Secretary of Commerce, may be granted at one time the whole or any portion of the annual leave accrued and unused during a period of three years.

SICK LEAVE.

Application for sick leave must be submitted within five days after return to duty, and if the leave applied for exceeds three days, the application must be supported by a certificate of the attending physician. The certificate of other than a duly authorized practitioner of medicine will not be accepted, but the Department will consider a recommendation for the waiver of the certificate when it

is conclusively shown by other evidence that the applicant was sick and incapacitated for duty.

The Department will hold employees strictly accountable for the truth of statements appearing in applications for sick leave, and will investigate circumstances coming to its attention which may appear to be inconsistent with such statements.

Sick leave may be granted in multiples of one-half day, and employees detained by illness or exposure to contagion must promptly notify the office in which employed. Absence by reason of exposure to contagious diseases, against which the local authorities quarantine, will be charged to sick leave when supported by a certificate furnished by the proper public health officer.

LEAVE WITHOUT PAY.

Application for leave without pay must be submitted to the Secretary, and request for such leave for five days or more must include a statement of the reasons.

Leave without pay will be charged in periods of one hour and multiples thereof.

Extended absences on furlough or leave without pay will proportionately diminish the yearly allowance of both annual and sick leave. When the period of furlough or leave without pay exceeds thirty days, a deduction, at the rate of two and one-half days a month for the entire period of absence, will be made from the yearly allowance of annual and sick leave; provided, however, that when such absence is due to personal illness and all sick leave is exhausted no deduction will be made unless the employee's absence without pay exceeds ninety days.

When a deduction is made, as above provided, the employee concerned will, if he has been paid therefor, return to the Department the amount of salary equivalent to the amount of leave deducted.

In cases where leave without pay has been charged, when annual or sick leave has not been earned, the leave without pay may later be changed to annual or sick leave when accrued and the employee reimbursed for the period for which salary was withheld.

MILITARY LEAVE.

Military leave may be granted (1) to employees in Washington, D. C., who are members of the District National Guard, and (2) to employees outside of Washington, D. C., who are members of the organized militia of the several States.¹ The latter may be excused from duty without loss of pay or time, in the event they can be spared without detriment to the service, such absence to be limited to annual encampments and regular parades.

Application for such leave must be made in advance and must subsequently be supported by the certificate of a competent officer of the National Guard of which the employee is a member.

¹ Employees in Washington, D. C., who may be called upon to perform military service in connection with the organized militia of the several States are not entitled to leave of absence, without loss of pay or time. (Opinion of the Solicitor, dated Sept. 1, 1910.)

COURT LEAVE.

Employees who have been subpoenaed to attend court will be allowed special leave of absence with pay when serving as witnesses for the Government; otherwise such absences will be charged to annual leave or leave without pay. Evidence of attendance at court will be required.

ABSENCE WITHOUT LEAVE.

Employees absent without permission, unless sick or quarantined, may be subject to the enforcement of leave without pay, and a more severe penalty may be imposed upon a repetition of the offense. All absences without prior permission, together with the explanation, if any, shall appear in the record.

SUNDAYS AND LEGAL HOLIDAYS.¹

Sundays and legal holidays (whether for the whole or part of a day) at the beginning or end of any kind of leave, or within a period of annual leave, will not be counted; but those which occur within a period of sick leave, or leave without pay, will be counted.

NEW EMPLOYEES (PERMANENT).

Persons entering the service, whether by original appointment or reinstatement, will not be allowed leave, during the year in which they enter the service, in excess of the rate of two and one-half days for each month of service.

TEMPORARY EMPLOYEES.

Temporary employees will not be allowed leave with pay, nor will such leave accrue, during the first three months of service. Beginning with the fourth month they may be granted leave with pay at the rate of two and one-half days for each month of service.

¹ It is hereby ordered that all officers of the Government, arsenals, navy yards and stations, and other Government establishments shall, when the 1st day of January, the 22d day of February, the 30th day of May, the 4th day of July, and the 25th day of December, fall on the first day of the week, commonly called Sunday, be closed to public business on the following Monday, and that all employees in the public service, wherever employed, who would be excused from work on the above-named days be excused on the following Monday when said days fall on the first day of the week, commonly called Sunday, excepting that where a State law fixes for a holiday another day than the Monday following such legal holiday, the Government offices and other Government establishments situated in such States shall close and employees in the public service shall be excused on that day which is in conformity to State law. (Executive Order of May 22, 1909.)

It is hereby ordered that, during the months of July, August and September of each year, until further notice, four hours, exclusive of time for luncheon, shall constitute a day's work on Saturdays for all clerks and other employees of the Federal Government, wherever employed; and all Executive or other orders in conflict herewith, except the Executive Order of April 4, 1908, relating to certain naval stations, are hereby revoked.

Provided, however, that this Order shall not apply to any bureau or office of the Government, or to any of the clerks or other employees thereof, that may for special public reasons be excepted therefrom by the head of the Department having supervision or control of such bureau or office, or where the same would be inconsistent with the provisions of existing law. (Executive Order of June 25, 1909.)

TRANSFERRED EMPLOYEES.

Persons transferred from other departments or from one bureau or office to another within this Department will be charged with the leave taken or credited with the leave accrued prior to such transfer.

PER DIEM EMPLOYEES.

Per diem employees who are not regularly assigned to duty shall not be granted leave with pay if their appointments provide for salary "when actually employed." If, however, the per diem rate is simply a measure of salary and they are regularly and continuously employed without limitation, they are entitled to leave the same as those with annual or monthly rates of salary.

SEPARATION FROM THE SERVICE.

A person leaving the service will not be allowed more than accrued leave, but the Department will consider a recommendation for the waiver of this provision when the person concerned has been in the executive civil service for three years or more, or when there are especially meritorious reasons why an exception should be made.

REPORTS OF ABSENCES.

Monthly reports of absences of all employees serving in, or by direct detail from, the District of Columbia, will be made to the Secretary on the form provided for that purpose.

EXCESSIVE LEAVE.

At the end of each calendar year the Department will make an examination of the leave records of all employees for the three years preceding, and in those cases in which it appears that the employees have regularly taken substantially the full amount of both annual and sick leave, consideration will be given to the question of a curtailment of the leave privilege for the ensuing year.

These regulations shall be applied as far as practicable to the service without the District of Columbia, but not to services which are already the subject of special regulation.

Any previous regulations inconsistent with these are hereby revoked.

These regulations were submitted to a committee of clerks consisting of Clarence C. Weidemann of the Chief Clerk's Office, Charles C. Barton of the Division of Publications, Harry E. Olsen of the Disbursing Office, L. R. Engle of the Appointment Division, and E. S. A. Kuglen of the Division of Supplies, and the suggestions submitted by this committee were then reviewed by a committee consisting of the Chief Clerk, the Disbursing Clerk, and the Chief of the Appointment Division. After the regulations had received the unanimous approval of the two committees they were then reviewed and approved by the Secretary and Assistant Secretary.

WILLIAM C. REDFIELD, *Secretary.*

INTERPRETATIONS AND AMENDMENT OF LEAVE REGULATIONS.

In view of the fact that the Department frequently receives inquiries upon the following points involving the construction of various provisions of the current leave regulations, attention is called to the following:

1. The provision of the regulations to the effect that leave without pay will be charged in periods of one hour or multiples thereof does not prevent the granting of leave without pay for one-half day, as had been the practice before the adoption of the present regulations.

2. Where an employee takes leave without pay and is not absent for the full period for which he is charged, the difference shall not be credited to him on account of subsequent absences.

3. Witnesses for the District of Columbia are not considered as witnesses for the Government within the purview of the provision of the regulations allowing special leave of absence to employees serving as witnesses for the Government.

4. If a person employed by the Department in the District of Columbia is required to be absent from his duties in order to serve on a jury in a Federal or other court *outside* of the District of Columbia, the period of such absence should be charged against his annual leave. Salaried officers of the Government of the United States are exempt from jury duty *within* the District of Columbia.

5. The provision of the regulations requiring a proportionate deduction from the annual allowance of annual and sick leave in the case of excessive absences on leave without pay has been amended to read as follows:

In the case of an employee who has been on leave without pay for a period exceeding thirty days, a deduction will be made from his yearly allowance of annual and sick leave at the rate of two and one-half days per month for the whole period of absence without pay; provided, however, that when an employee has exhausted the yearly allowance of annual and sick leave and is obliged by reason of sickness to be absent without pay, no deduction shall be made unless the total period of such absence without pay exceeds ninety days. When a deduction is made as above provided, the employee concerned will, if he has been paid therefor, return to the Department an amount equivalent to his salary for the period of leave deducted.

6. All applications for sick leave in excess of three days submitted by employees who have not been attended by regularly authorized practitioners of medicine, shall be forwarded to the Department for consideration, together with an affidavit of the employee as to his reasons for not availing himself of the services of a duly licensed practitioner and such proof as he may be able to furnish showing that he was sick and incapacitated for duty. All applications of this nature should be recommended for approval or disapproval by the local officer in charge, and if recommended for disapproval, the reasons for such action should be given.

No. 249, third edition¹ (Bureau of Navigation).—CUSTOMS PORTS AUTHORIZED TO ISSUE MARINE DOCUMENTS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 29, 1915.

To collectors of customs and others concerned:

Marine documents may issue from the following-named ports:

**MAINE and
NEW HAMPSHIRE:**

Eastport.
Calais.
Machias.
Ellsworth.
Southwest Harbor.
Castine.
Stonington.
Bangor.
Belfast.
Vinalhaven.
Rockland.
Boothbay.
Bath.
*Portland.
Portsmouth.

MASSACHUSETTS:

Gloucester.
Salem.
Marblehead.
*Boston.
Plymouth.
Provincetown.
Barnstable.
Vineyard Haven.
New Bedford.
Fall River.

RHODE ISLAND:

*Providence.
Newport.

CONNECTICUT:

New London.
Hartford.
New Haven.
*Bridgeport.

NEW YORK:

*New York.
Albany.
Poughkeepsie.
Greenport.
Newark.
Perth Amboy.

PHILADELPHIA:

Tuckerton.
Somers Point.
*Philadelphia.
Wilmington.

MARYLAND:

*Baltimore.
Annapolis.
Crisfield.
Washington.
Alexandria.

VIRGINIA:

Reedville.
Richmond.
Petersburg.
Newport News.
*Norfolk.
Cape Charles.

NORTH CAROLINA:

Elizabeth City.
Manteo.
Washington.
Newbern.
Beaufort.
*Wilmington.

SOUTH CAROLINA:

Georgetown.
*Charleston.
Beaufort.

GEORGIA:

*Savannah.
Brunswick.

FLORIDA:

Fernandina.
Jacksonville.
St. Augustine.
Miami.
Key West.
*Tampa.
Cedar Keys.
Apalachicola.
Pensacola.

MOBILE:

*Mobile.
Gulfport.

NEW ORLEANS:

*New Orleans.
Morgan City.
Vicksburg.

SABINE:

*Port Arthur.

GALVESTON:

*Galveston.
Houston.
Freeport.
Port Lavaca.

LAREDO:

*Laredo.
Port Aransas.
Brownsville.

PORTO RICO:

*San Juan.

TENNESSEE:

*Memphis.
Nashville.
Chattanooga.

KENTUCKY:

Paducah.
*Louisville.

ST. LOUIS:

*St. Louis.
Cairo.
Kansas City.
St. Joseph.

OMAHA:

*Omaha.

DAKOTA:

*Pembina.

MONTANA and IDAHO:

*Great Falls.

IOWA:

*Des Moines.
Sioux City.
Dubuque.

MINNESOTA:

*St. Paul.

INDIANA:

*Indianapolis.
Evansville.

PITTSBURGH:

*Pittsburgh.

VERMONT:

*St. Albans.
Burlington.

ST. LAWRENCE:

Rouses Point.
*Ogdensburg.
Cape Vincent.

ROCHESTER:

Oswego.
*Rochester.

BUFFALO:

*Buffalo.

OHIO:

Erie.
*Cleveland.
Sandusky.
Toledo.
Cincinnati.

¹ The first edition of this circular was issued July 21, 1913, and the second June 29, 1914.

MICHIGAN : *Detroit. Port Huron. Marquette. Grand Haven.	ARIZONA : *Nogales. Yuma.	WASHINGTON : Tacoma. *Seattle. Port Townsend. Port Angeles.
CHICAGO : *Chicago. Peoria.	SOUTHERN CALIFORNIA : San Diego. *Los Angeles.	ALASKA : Sulzer. Ketchikan. Wrangell. *Juneau. Skagway. Cordova. Unalaska. St. Michael. Nome. Eagle.
WISCONSIN : *Milwaukee.	SAN FRANCISCO : Port San Luis. *San Francisco. Eureka.	HAWAII : *Honolulu.
DULUTH and SUPERIOR : *Duluth.	OREGON : Marshfield. Newport. Astoria. *Portland.	

The district name is printed in capitals and an asterisk (*) indicates the headquarters port.

A duplicate of each marine document issued to a vessel, together with the surrendered original, if there is one, should be sent to the headquarters port for review. All duplicates must be forwarded from the headquarters port to the Commissioner of Navigation at the end of each week.

A license may be renewed by indorsement at any port of documentation, but a notice of such renewal, Cat. No. 1302, must be sent to the port at which the license issued and to the port of last previous renewal.

Additional ports will be designated as ports of documentation when this action is required by the exigencies of the service.

A copy of this circular should be sent to each port in your customs district.

Respectfully,

WILLIAM C. REDFIELD, *Secretary.*

No. 250, second edition.—DEPARTMENT FLAGS.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, June 15, 1915.

To whom it may concern:

The Department of Commerce has adopted the following flags for the use of the Secretary of Commerce, the Assistant Secretary of Commerce, the Commissioner of Fisheries, the Commissioner of Lighthouses, the Superintendent of the Coast and Geodetic Survey, and the Commissioner of Navigation:

The flag of the Secretary of Commerce will be a full-rigged ship, in blue, over a lighthouse, in blue, in a white shield on a blue field, and have a five-pointed white star in each corner of the flag.

The flag of the Assistant Secretary of Commerce will be the same as that of the Secretary of Commerce, except that the colors will be reversed.

¹ Supersedes Circulars No. 209 (June 7, 1910) and No. 250 (July 22, 1913) and all Bureau regulations in conflict therewith.

The flag of the Commissioner of Fisheries will be blue, with a white fish in the center with its head toward the hoist. The service flag of the Bureau of Fisheries is blue, with a white fish on a red diamond.

The flag of the Commissioner of Lighthouses will be blue, with a white triangle bearing a blue lighthouse. The service flag of the Bureau of Lighthouses is triangular in shape, white, with a red border, bearing a blue lighthouse.

The flag of the Superintendent of the Coast and Geodetic Survey is a white triangle, base toward the hoist, on a blue field. The service flag of the Coast and Geodetic Survey is a red triangle, base down, in a white circle on a blue field.

The flag of the Commissioner of Navigation will be blue, with a full-rigged ship, in white, in the center. The service flag of the Bureau of Navigation will be a full-rigged ship, white, in a red circle on a blue field.

All of the flags above mentioned will be rectangular in shape, except the service flag of the Bureau of Lighthouses. The flags of the Secretary of Commerce, the Assistant Secretary of Commerce, the Commissioner of Fisheries, the Commissioner of Lighthouses, the Superintendent of the Coast and Geodetic Survey, and the Commissioner of Navigation shall conform to the following proportions:

Hoist (width) of flag-----	1
Fly (length) of flag-----	1.4

The numbers and sizes of these flags shall be as follows:

For the Secretary and Assistant Secretary, the Commissioner of Fisheries, the Commissioner of Lighthouses, the Superintendent of the Coast and Geodetic Survey, and the Commissioner of Navigation:

- (1) 7 feet 6 inches hoist with 10 feet 8 inches fly.
- (2) 3 feet 0 inch hoist with 4 feet 3 inches fly.

The service flags of the Bureau of Fisheries, the Bureau of Lighthouses, the Coast and Geodetic Survey, and the Bureau of Navigation shall conform to the following proportions:

Hoist (width) of flag-----	1
Fly (length) of flag-----	1.6

The numbers and sizes of the flags for these bureaus shall be as follows:

- (1) 7 feet 6 inches hoist with 12 feet 0 inch fly.
- (2) 5 feet 0 inch hoist with 8 feet 0 inch fly.
- (3) 2 feet 6 inches hoist with 4 feet 0 inch fly.

Whenever an official of the Department having a flag is on board of a vessel belonging to the Department of Commerce his flag shall be displayed at the main.

The service flag will be hoisted at the foremast head on holidays, on occasions of ceremony, when entering port after an extended voyage, and at any other time when the national ensign is hoisted that the commanding officer of the vessel may direct. At no time are service flags to be shown without the national ensign.

WILLIAM C. REDFIELD, *Secretary.*

No. 251, third edition (Bureau of Fisheries).—LAWS AND REGULATIONS FOR PROTECTION OF FISHERIES OF ALASKA.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, March 20, 1916.

To whom it may concern:

Attention is directed to the following acts for the protection and regulation of the fisheries of Alaska, approved June 14, 1906, and June 26, 1906, together with the fisheries regulations and orders of the Department which are now effective. Persons engaged in the Alaska fisheries and officers of the Department charged with the supervision of the fisheries of Alaska should familiarize themselves with their provisions.

AN ACT For the protection and regulation of the fisheries of Alaska.*

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That every person, company, or corporation carrying on the business of canning, curing, or preserving fish or manufacturing fish products within the territory known as Alaska, ceded to the United States by Russia by the treaty of March thirtieth, eighteen hundred and sixty-seven, or in any of the waters of Alaska over which the United States has jurisdiction, shall, in lieu of all other license fees and taxes therefor and thereon, pay license taxes on their said business and output as follows: Canned salmon, four cents per case; pickled salmon, ten cents per barrel; salt salmon in bulk, five cents per one hundred pounds; fish oil, ten cents per barrel; fertilizer, twenty cents per ton. The payment and collection of such license taxes shall be under and in accordance with the provisions of the Act of March third, eighteen hundred and ninety-nine, entitled "An Act to define and punish crimes in the district of Alaska, and to provide a code of criminal procedure for the district," and amendments thereto.

SEC. 2. That the catch and pack of salmon made in Alaska by the owners of private salmon hatcheries operated in Alaska shall be exempt from all license fees and taxation of every nature at the rate of ten cases of canned salmon to every one thousand red or king salmon fry liberated, upon the following conditions:

That the Secretary of Commerce may from time to time, and on the application of the hatchery owner shall, within a reasonable time thereafter, cause such private hatcheries to be inspected for the purpose of determining the character of their operations, efficiency, and productiveness, and if he approve the same shall cause notice of such approval to be filed in the office of the clerk or deputy clerk of the United States district court of the division of the district of Alaska wherein any such hatchery is located, and shall also notify the owners of such hatchery of the action taken by him. The owner, agent, officer, or superintendent of any hatchery the effectiveness and productiveness of which has been approved as above provided shall, between the thirtieth day of June and the thirty-first day of December of each year, make proof of the number of salmon fry liberated during the twelve months immediately preceding the thirtieth day of June, by a written statement under oath. Such proof shall be filed in the office of the clerk or deputy clerk of the United States district court of the division of the district of Alaska wherein such hatchery is located, and when so filed shall entitle the respective hatchery owners to the exemption as herein provided; and a false oath as to the number of salmon fry liberated shall be deemed perjury and subject the offender to all the pains and penalties thereof. Duplicates of such statements shall also be filed with

¹ Supersedes Department Circulars No. 42 (May 10, 1904), No. 136 (November 27, 1906), No. 192 (April 24, 1909), No. 238 (March 21, 1912) with amending order of February 6, 1913; Alaska Fisheries Service Circular No. 2 (March 10, 1911); Closing Orders of December 19, 1907, November 18, 1912, and October 25, 1915; also first edition of this Circular (August 19, 1913) and second edition (May 4, 1915).

² "Department of Commerce and Labor" and "Secretary of Commerce and Labor," wherever they occur in this act, have been changed, respectively, to "Department of Commerce" and "Secretary of Commerce" in accordance with the act of March 4, 1913, creating the Department of Labor.

the Secretary of Commerce. It shall be the duty of such clerk or deputy clerk in whose office the approval and proof heretofore provided for are filed to forthwith issue to the hatchery owner, causing such proofs to be filed, certificates which shall not be transferable and of such denominations as said owner may request (no certificate to cover fewer than one thousand fry), covering in the aggregate the number of fry so proved to have been liberated; and such certificates may be used at any time by the person, company, corporation, or association to whom issued for the payment pro tanto of any license fees or taxes upon or against or on account of any catch or pack of salmon made by them in Alaska; and it shall be the duty of all public officials charged with the duty of collecting or receiving such license fees or taxes to accept such certificates in lieu of money in payment of all license fees or taxes upon or against the pack of canned salmon at the ratio of one thousand fry for each ten cases of salmon. No hatchery owner shall obtain the rebates from the output of any hatchery to which he might otherwise be entitled under this Act unless the efficiency of said hatchery has first been approved by the Secretary of Commerce in the manner herein provided for.

SEC. 3. That it shall be unlawful to erect or maintain any dam, barricade, fence, trap, fish wheel, or other fixed or stationary obstruction, except for purposes of fish culture, in any of the waters of Alaska at any point where the distance from shore to shore is less than five hundred feet, or within five hundred yards of the mouth of any red-salmon stream where the same is less than five hundred feet in width, with the purpose or result of capturing salmon or preventing or impeding their ascent to their spawning grounds, and the Secretary of Commerce is hereby authorized and directed to have any and all such unlawful obstructions removed or destroyed.

SEC. 4. That it shall be unlawful to lay or set any drift net, seine, set net, pound net, trap, or any other fishing appliance for any purpose except for purposes of fish culture, across or above the tide waters of any creek, stream, river, estuary, or lagoon, for a distance greater than one-third the width of such creek, stream, river, estuary, or lagoon, or within one hundred yards outside of the mouth of any red-salmon stream where the same is less than five hundred feet in width. It shall be unlawful to lay or set any seine or net of any kind within one hundred yards of any other seine, net, or other fishing appliance which is being or which has been laid or set in any of the waters of Alaska, or to drive or construct any trap or any other fixed fishing appliance within six hundred yards laterally or within one hundred yards endwise of any other trap or fixed fishing appliance.

SEC. 5. That it shall be unlawful to fish for, take, or kill any salmon of any species in any manner or by any means except by rod, spear, or gaff, in any of the waters of Alaska over which the United States has jurisdiction, except Cook Inlet, the Delta of Copper River, Bering Sea, and the waters tributary thereto, from six o'clock postmeridian of Saturday of each week until six o'clock antemeridian of the Monday following, or to fish for, or catch, or kill in any manner or by any appliances except by rod, spear, or gaff, any salmon in any stream of less than one hundred yards in width in Alaska between the hours of six o'clock in the evening and six o'clock in the morning of the following day of each and every day of the week. Throughout the weekly close season herein prescribed the gate, mouth, or tunnel of all stationary and floating traps shall be closed, and twenty-five feet of the webbing or net of the "heart" of such traps on each side next to the "pot" shall be lifted or lowered in such manner as to permit the free passage of salmon and other fishes.

SEC. 6. That the Secretary of Commerce may, in his discretion, set aside any streams or lakes as preserves for spawning grounds, in which fishing may be limited or entirely prohibited; and when, in his judgment, the results of fishing operations in any stream, or off the mouth thereof, indicate that the number of salmon taken is larger than the natural production of salmon in such stream, he is authorized to establish close seasons or to limit or prohibit fishing entirely for one year or more within such stream or within five hundred yards of the mouth thereof, so as to permit salmon to increase: *Provided, however,* That such power shall be exercised only after all persons interested shall be given a hearing, of which due notice must be given by publication; and where the interested parties are known to the Department they shall be personally notified by a notice mailed not less than thirty days previous to such hearing. No order made under this section shall be effective before the next calendar year after same is made: *And provided further,* That such limitations and prohibitions shall not apply to

those engaged in catching salmon who keep such streams fully stocked with salmon by artificial propagation.

SEC. 7. That it shall be unlawful to can or salt for sale for food any salmon more than forty-eight hours after it has been killed.

SEC. 8. That it shall be unlawful for any person, company, or corporation wantonly to waste or destroy salmon or other food fishes taken or caught in any of the waters of Alaska.

SEC. 9. That it shall be unlawful for any person, company, or corporation canning, salting, or curing fish of any species in Alaska to use any label, brand, or trade-mark which shall tend to misrepresent the contents of any package of fish offered for sale: *Provided*, That the use of the terms "red," "medium red," "pink," "chum," and so forth, as applied to the various species of Pacific salmon under present trade usages shall not be deemed in conflict with the provisions of this Act when used to designate salmon of those known species.

SEC. 10. That every person, company, and corporation engaged in catching, curing, or in any manner utilizing fishery products, or in operating fish hatcheries in Alaska, shall make detailed annual reports thereof to the Secretary of Commerce, on blanks furnished by him, covering all such facts as may be required with respect thereto for the information of the Department. Such reports shall be sworn to by the superintendent, manager, or other person having knowledge of the facts, a separate blank form being used for each establishment in cases where more than one cannery, saltery, or other establishment is conducted by a person, company, or corporation, and the same shall be forwarded to the Department at the close of the fishing season and not later than December fifteenth of each year.

SEC. 11. That the catching or killing, except with rod, spear, or gaff, of any fish of any kind or species whatsoever in any of the waters of Alaska over which the United States has jurisdiction, shall be subject to the provisions of this Act, and the Secretary of Commerce is hereby authorized to make and establish such rules and regulations not inconsistent with law as may be necessary to carry into effect the provisions of this Act.

SEC. 12. That to enforce the provisions of this Act and such regulations as he may establish in pursuance thereof, the Secretary of Commerce is authorized and directed to depute, in addition to the agent and assistant agent of salmon fisheries now provided by law, from the officers and employees of the Department of Commerce, a force adequate to the performance of all work required for the proper investigation, inspection, and regulation of the Alaskan fisheries and hatcheries, and he shall annually submit to Congress estimates to cover the cost of the establishment and maintenance of fish hatcheries in Alaska, the salaries and actual traveling expenses of such officials, and for such other expenditures as may be necessary to carry out the provisions of this Act.

SEC. 13. That any person, company, corporation, or association violating any provision of this Act or any regulation established in pursuance thereof shall, upon conviction thereof, be punished by a fine not exceeding one thousand dollars or imprisonment at hard labor for a term of not more than ninety days, or by both such fine and imprisonment, at the discretion of the court; and in case of the violation of any of the provisions of section four of this Act and conviction thereof a further fine of not more than two hundred and fifty dollars per diem may, at the discretion of the court, be imposed for each day such obstruction is maintained. And every vessel or other apparatus or equipment used or employed in violation of any provision of this Act, or of any regulation made thereunder, may be seized by order of the Secretary of Commerce, and shall be held subject to the payment of such fine or fines as may be imposed.

SEC. 14. That the violation of any provision of this Act may be prosecuted in any district court of Alaska or any district court of the United States in the States of California, Oregon, or Washington. And it shall be the duty of the Secretary of Commerce to enforce the provisions of this Act and the rules and regulations made thereunder. And it shall be the duty of the district attorney to whom any violation is reported by any agent or representative of the Department of Commerce to institute proceedings necessary to carry out the provisions of this Act.

SEC. 15. That all Acts or parts of Acts inconsistent with the provisions of this Act are, so far as inconsistent, hereby repealed.

SEC. 16. That this Act shall take effect and be in force from and after its passage.

Approved, June 26, 1906.

AN ACT To prohibit aliens from fishing in the waters of Alaska.¹

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That it shall be unlawful for any person not a citizen of the United States, or who has declared his intention to become a citizen of the United States, and is not a bona fide resident therein, or for any company, corporation, or association not organized or authorized to transact business under the laws of the United States or under the laws of any State, Territory, or district thereof, or for any person not a native of Alaska, to catch or kill, or attempt to catch or kill, except with rod, spear, or gaff, any fish of any kind or species whatsoever in any of the waters of Alaska under the jurisdiction of the United States: *Provided, however,* That nothing contained in this Act shall prevent those lawfully taking fish in the said waters from selling the same, fresh or cured, in Alaska or in Alaskan waters, to any alien person, company, or vessel then being lawfully in said waters: *And provided further,* That nothing contained in this Act shall prevent any person, firm, corporation, or association lawfully entitled to fish in the waters of Alaska from employing as laborers any aliens who can now be lawfully employed under the existing laws of the United States, either at stated wages or by piecework, or both, in connection with Alaskan fisheries, or with the canning, salting or otherwise preserving fish.

SEC. 2. That every person, company, corporation, or association found guilty of a violation of any provision of this Act or of any regulation made thereunder shall, for each offense, be fined not less than one hundred dollars nor more than five hundred dollars, which fine shall be a lien against any vessel or other property of the offending party or which was used in the commission of such unlawful act. Every vessel used or employed in violation of any provision of this Act or of any regulation made thereunder shall be liable to a fine of not less than one hundred dollars nor more than five hundred dollars, and may be seized and proceeded against by way of libel in any court having jurisdiction of the offense.

SEC. 3. That the violation of any provision of this Act or of any regulation made thereunder may be prosecuted in any United States district court of Alaska, California, Oregon, or Washington.

SEC. 4. That the collector of customs of the district of Alaska is hereby authorized to search and seize every foreign vessel and arrest every person violating any provision of this Act or any regulation made thereunder, and the Secretary of Commerce shall have power to authorize officers of the Navy and of the Revenue-Cutter Service and agents of the Department of Commerce to likewise make such searches, seizures, and arrests. If any foreign vessel shall be found within the waters to which this Act applies, having on board fresh or cured fish and apparatus or implements suitable for killing or taking fish, it shall be presumed that the vessel and apparatus were used in violation of this Act until it is otherwise sufficiently proved. And every vessel, its tackle, apparatus, or implements so seized shall be given into the custody of the United States marshal of either of the districts mentioned in section three of this Act, and shall be held by him subject to the proceedings provided for in section two of this Act. The facts in connection with such seizures shall be at once reported to the United States district attorney for the district to which the vessel so seized shall be taken, whose duty it shall be to institute the proper proceedings.

SEC. 5. That the Secretary of Commerce shall have power to make rules and regulations not inconsistent with law to carry into effect the provisions of this Act. And it shall be the duty of the Secretary of Commerce to enforce the provisions of this Act and the rules and regulations made thereunder, and for that purpose he may employ, through the Secretary of the Treasury and the Secretary of the Navy, the vessels of the United States Revenue-Cutter Service and of the Navy: *Provided, however,* That nothing contained in this Act shall be construed as affecting any existing treaty or convention between the United States and any foreign power.

Approved, June 14, 1906.

¹ "Department of Commerce and Labor" and "Secretary of Commerce and Labor," wherever they occur in this act, have been changed, respectively, to "Department of Commerce" and "Secretary of Commerce," in accordance with the act of March 4, 1913, creating the Department of Labor.

GENERAL REGULATIONS.

By virtue of the authority vested in the Secretary of Commerce by the act approved June 26, 1906, the following regulations are hereby promulgated:

1. During the inspection of the salmon fisheries by the agents and representatives of this Department they shall have at all times free and unobstructed access to all canneries, salteries, and other fishing establishments and to all hatcheries.

2. All persons, companies, or corporations owning, operating, or using any trap net, pound net, or fish wheel for taking salmon or other fishes shall cause to be placed in a conspicuous place on said trap net, pound net, or fish wheel the name of the person, company, or corporation owning, operating, or using same, together with a distinctive number, letter, or name which shall identify each particular trap net, pound net, or fish wheel, said lettering and numbering to consist of black figures and letters, not less than 6 inches in length, painted on white ground.

3. All persons, companies, or corporations engaged in canning salmon shall forward to the Bureau of Fisheries, Department of Commerce, Washington, D. C., three copies of each and every different can label which it is designed to place upon the canned product.

4. The curing and preserving of the so-called belly of salmon, which results in the waste of a large proportion of the edible part of the fish, is a wanton waste within the meaning of section 8 of the act of June 26, 1906, and those who engage in this practice will be reported for prosecution as provided for in the act.

REGULATIONS GOVERNING FISHING IN THE WATERS OF THE AFOGNAK RESERVATION.

A proclamation by the President of the United States, promulgated December 24, 1892, created the Afognak Forest and Fish Culture Reserve, which is now a part of the Chugach National Forest. The proclamation states that—

There is hereby reserved from occupation and sale, and set apart as a public reservation, including use for fish-culture stations, said Afognak Island, Alaska, and its adjacent bays and rocks and territorial waters, including among others the Sea Lion Rocks, and Sea Otter Island: *Provided*, That this proclamation shall not be so construed as to deprive any bona fide inhabitant of said island of any valid right he may possess under the treaty for the cession of the Russian possessions in North America to the United States, concluded at Washington on the thirtieth day of March, eighteen hundred and sixty-seven.

Warning is hereby expressly given to all persons not to enter upon, or to occupy, the tract or tracts of land or waters reserved by this proclamation, or to fish in, or use any of the waters herein described or mentioned.

Sections 3 and 7 of "An Act to establish the Department of Commerce and Labor," approved February 14, 1903, as amended by the act of March 4, 1913, transfer the supervision and control of the salmon fisheries of Alaska to the Department of Commerce.

In the exercise of the authority derived from these sources the following regulations governing the reserved waters herein defined are hereby established and promulgated:

1. No person or persons other than the native Aleuts or other aborigines who are now bona fide residents of Afognak, Spruce,

Whale, Dry, and Raspberry Islands, Alaska, will be permitted to fish in the reserved waters. White men married to native women will be granted the same privileges as the natives.

2. Licenses for fishing will be granted to the said natives upon application to the Secretary of Commerce or such representative of the Department of Commerce as may from time to time be designated by the Secretary.

3. The kinds and amounts of apparatus to be used, the places where and the manner in which it may be operated, and the time when it may be employed will be determined by the Secretary of Commerce and will be subject to changes or modifications from time to time at his discretion.

REGULATIONS GOVERNING FISHING IN THE WATERS OF THE ALEUTIAN ISLANDS RESERVATION.

By Executive order of March 3, 1913, the Aleutian Islands Reservation consisting of "all islands of the Aleutian chain, Alaska, including Unimak and Sannak Islands on the east, and extending to and including Attu Island on the west," was created and set apart for various purposes, including the encouragement and development of the fisheries.

This reservation was placed under the joint jurisdiction of the Department of Commerce and the Department of Agriculture, and among the matters committed exclusively to the Department of Commerce was jurisdiction over the fisheries. Joint regulations for the administration of the reservation were promulgated February 28, 1914, by the two departments concerned. These regulations are still in effect.

In respect to the fisheries it is provided that:

Anyone desiring to enter the reservation for the purpose of fishing, * * * or engaging in commercial fishing, salmon canning, salmon salting, or otherwise curing or utilizing fish or other aquatic products, * * * must first obtain a permit to do so.

Application for permission to engage in fishing or fishery operations should give full information on the following points: Name and permanent address of the person or company desiring the permit; character of business proposed, whether fishing, canning, salting, or otherwise curing fish or other aquatic products; character and extent of proposed plant and its location; method and extent of the fishing proposed, place or places where fishing is to be carried on, and when active operations are to begin.

YES BAY RESERVATION.

An Executive order of February 1, 1906, is as follows:

It is hereby ordered that the hereinafter described land and water areas in the District of Alaska be, and they are hereby, reserved and set apart as a site for a salmon hatchery, subject to the possessory rights of the natives and of persons claiming title through the Russian Government, also subject to the rights of natives to take fish from the waters and fuel from the forests included in the limits of the reservation hereby established, to wit:

Yes Lake (otherwise known as Lake McDonald) and its catchment basin, its outlet, and a strip of land one-eighth of a mile wide along each shore thereof; Yes Bay, Back Bay, and a strip of land one-eighth of a mile wide along the shores thereof and a strip of land one-eighth of a mile wide on each side of the old Indian trail.

CLOSING ORDERS.

By virtue of the authority vested in the Secretary of Commerce by the act approved June 26, 1906, the following closing orders have been promulgated and are still effective:

1. WOOD RIVER AND NUSHAGAK RIVER. (ORDER PROMULGATED DECEMBER 19, 1907.)

A hearing having been given at the Department of Commerce and Labor beginning December 16, 1907, at which all persons interested in the closing or nonclosing of Wood and Nushagak Rivers, Alaska, for fishing purposes were fully heard, due notice of which was given according to law, by virtue of the authority vested in me by section 6 of "An Act for the protection and regulation of the fisheries of Alaska," approved June 26, 1906, it is hereby ordered that until further notice Wood River, a tributary of Nushagak Bay, in the District of Alaska, and the region within 500 yards of the mouth of said Wood River be closed to all commercial fishing, and that all commercial fishing be prohibited in Nushagak River proper.

This order becomes effective January 1, 1908.

2. COOK INLET TRIBUTARIES, EYAK LAKE WATERS, ANAN CREEK, AND NAHA STREAM. (ORDER PROMULGATED NOVEMBER 18, 1912.)

A hearing having been given at Seattle, Wash., October 18, 1912, after due notice by publication and otherwise as provided by law, for the purpose of determining the advisability of making salmon breeding reserves of certain streams together with their catchment basins, and all interested persons having had full opportunity to be heard, it is hereby ordered, by virtue of the authority vested in me by section 6 of "An Act for the protection and regulation of the fisheries of Alaska," approved June 26, 1906, that until further notice all commercial fishing for salmon, or other commercial fishing in the prosecution of which salmon are taken or injured, be and is hereby prohibited in waters of Alaska, as follows:

1. In all streams flowing into Cook Inlet, together with their lakes and tributary waters.

2. In Eyak Lake and its tributary waters. Fishing will be permitted in Eyak River below Eyak Lake and in its branch, known as Mountain Slough, from 6 a. m. Monday to 6 p. m. Saturday of each week, but only with rod, spear, or gaff, and with drift nets and seines not anchored or otherwise fixed within said waters.

3. In Anan or Humpback Creek, its lagoon, lakes, and tributary waters, together with the region within 500 yards of the mouth of said creek.

4. In Naha stream, its lagoon, lakes, and tributary waters, above a line connecting the points known respectively as Loring Point and House Point.

This order becomes effective January 1, 1913.

3. BARNES LAKE TRIBUTARIES, HETTA CREEK AND TRIBUTARIES, AND SOCKEYE CREEK AND CERTAIN TRIBUTARY AND ADJOINING WATERS. (ORDER PROMULGATED OCTOBER 25, 1915.)

A hearing having been given at Seattle, Wash., October 1, 1915, after due notice in accordance with law, for the purpose of making

salmon-breeding reserves of certain waters in Alaska, and all persons having had full opportunity to be heard, it is hereby ordered, by virtue of the authority vested in me by section 6 of "An Act for the protection and regulation of the fisheries of Alaska," approved June 26, 1906, that until further notice all fishing for salmon, or other fishing in the prosecution of which salmon are taken or injured, be and is hereby prohibited, as follows:

1. In all waters tributary to Barnes Lake, Prince of Wales Island.
2. In Hetta Creek, its tributary waters, and the region within 500 yards of the mouth of said creek.

3. In Sockeye Creek, its tributary Boca de Quadra hatchery waters, and the region within 500 yards of the mouth of said creek.

This order becomes effective January 1, 1916.

WILLIAM C. REDFIELD, *Secretary.*

No. 252 (Bureau of Fisheries).—REGULATIONS FOR THE PROTECTION OF FUR-BEARING ANIMALS IN THE AFOGNAK RESERVATION, ALASKA.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 29, 1913.

To whom it may concern:

On account of the scarcity of foxes and land otters in the Afognak Reservation, caused largely by the recent volcanic activities in that region, it is hereby ordered that the pursuit, capture, or killing of foxes in the Afognak Reservation shall be unlawful until November 16, 1918, and the pursuit, capture, or killing of land otters in the Afognak Reservation shall be unlawful until November 16, 1915.

WILLIAM C. REDFIELD, *Secretary.*

No. 253, second edition.—ILLEGAL COLLECTION OR PAYMENT OF POLITICAL ASSESSMENTS AND FORMS OF POLITICAL ACTIVITY FORBIDDEN BY THE CIVIL-SERVICE LAW AND RULES.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, September 22, 1914.

To officers and employees of the Department of Commerce:

The following law and rules of the Civil Service Commission and the interpretation placed thereon by the commission concerning the collection or payment of political assessments and engaging in political activity by employees of the executive civil service are promulgated for the information and guidance of the employees of the Department.

POLITICAL ASSESSMENTS OR CONTRIBUTIONS.

The civil service act provides that "no person in the public service is for that reason under any obligations to contribute to any political

¹ Supersedes Circular No. 48 (September 1, 1904), No. 95 (October 13, 1905), No. 152 (June 24, 1907), No. 166 (March 30, 1908), No. 177 (September 1, 1908), No. 215 (October 5, 1910), No. 216 (October 5, 1910), and the first edition of this circular (December 5, 1913).

fund, or to render any political service, and * * * he will not be removed or otherwise prejudiced for refusing to do so." Section 118 of the Criminal Code provides that no Federal officer or employee shall, directly or indirectly, solicit or receive, or be in any manner concerned in soliciting or receiving, any political assessment, subscription, or contribution from any other Federal officer or employee. Section 120 of the Criminal Code prohibits the discharge, promotion, or degrading of any officer or employee for giving or failing to make any political contribution. Section 121 of the Criminal Code prohibits any Federal officer or employee from making any such political contribution to another Federal officer or employee, and section 119 prohibits the solicitation or receipt of any political contribution in any room or building occupied in the discharge of official duties by any officer or employee of the United States, or on other Federal premises, by any person whatsoever, whether in the public service or not.

In connection with this latter provision the United States Supreme Court has held that a solicitation by letter or circular, addressed and delivered by mail or otherwise to an officer or employee of the United States at the office or building in which he is employed in the discharge of his official duties, is a solicitation within the meaning of the law, the solicitation taking place where the letter was received. Section 122 of the Criminal Code provides that whoever shall violate any provision of the four sections above mentioned shall be fined not more than \$5,000, or imprisoned not more than three years, or both.

The Civil Service Commission holds that the statutes concerning the solicitation or receipt by one officer or employee of political contributions from another officer or employee apply with equal force to all who serve the United States, whether classified or unclassified.

POLITICAL ACTIVITY.

Rule I, section 1, of the civil service rules reads as follows:

No person in the executive civil service shall use his official authority or influence for the purpose of interfering with an election or affecting the results thereof. Persons who by the provisions of these rules are in the competitive classified service, while retaining the right to vote as they please and to express privately their opinion on all political subjects, shall take no active part in political management or in political campaigns.

The first sentence of the rule applies to every person in the executive civil service, irrespective of the method of his appointment. The second sentence of the rule applies to all persons holding positions in the competitive classified service, whether the appointment be permanent or temporary in character, and by departmental action has also generally been made applicable to unclassified laborers.

Activity in politics includes any activity pertaining to or connected with a party or parties controlling or seeking to control government in the Nation, or in a State, county, or municipality. Any one of two or more bodies of people contending for antagonistic or rival governmental policies or measures is a political party.

Some of the forms of political activity held to be forbidden by the rule referred to are as follows:

Candidacy for or service as delegate, alternate, or proxy in any political convention, or as an officer or employee thereof; acting as officer of any political convention or caucus, addressing it, making motions, preparing or assisting in preparing resolutions, representing other persons, or taking any prominent part therein; service on or for any political committee or other similar organization; serving as officer of a political club, as member or officer of any of its committees, addressing such a club or being active in its organization; service in preparing for, organizing, or conducting a political meeting or rally, addressing such a meeting, or taking any other active part therein except as a spectator; giving public expression to political views, engaging in political discussions or conferences while on duty or in public places, or canvassing a district or soliciting political support for any party, faction, candidate, or measure; offensive activity at the polls at primary or regular elections, soliciting votes, assisting voters to mark ballots, or in getting out the voters on registration or election days, acting as accredited checker, watcher, or challenger of any party or faction, assisting in counting the vote, or engaging in any other activity at the polls except the marking and depositing of the employee's own ballot; serving in any position of election officer, publishing or being connected editorially, managerially, or financially with any political newspaper, and writing for publication or publishing any letter or article, signed or unsigned, in favor of or against any political party, candidate, faction, or measure; activity in campaigns concerning the regulation or suppression of the liquor traffic; candidacy for nomination or election to or holding local office; distribution of campaign literature, badges, or buttons, or wearing such badges or buttons while on duty; the circulation but not the signing of political petitions (including initiative and referendum, recall, and nomination petitions); activity in woman-suffrage campaigns; and general political leadership or becoming prominently identified with any political movement, party, or faction, or with the success or failure of any candidate for election to public office. (Commission's Form 1982, September, 1914.)

The Civil Service Commission announces that it will see that the provisions of the civil service act and rules are strictly enforced, and that it will employ every legitimate and available means to secure the prosecution and punishment of persons who may violate them. The commission requests that persons having knowledge of any such violation lay the facts before it, that it may at once take action thereon.

It is the desire of the Department to cooperate with the Civil Service Commission in the enforcement of the law and rules. Violation on the part of its officers and employees will not be countenanced.

Each person hereafter appointed to the service of the Department will be furnished a copy of this circular and will fill out and sign for transmission to the bureau or division chief the attached form as evidence that he has received the order and understands its purport.

E. F. SWEET, *Assistant Secretary.*

[Attached form.]

I acknowledge receipt of a copy of Department Circular No. 253 (second edition), of September 22, 1914, relating to political activity of officeholders, and fully understand its purport.

(Name) _____,

(Position) _____,

(Bureau, Office, or Service) _____.

Date, _____, _____.

No. 257 (Bureau of Fisheries).—LANDING AND USE OF INTOXICATING LIQUORS ON THE PRIBILOF ISLANDS, ALASKA.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, March 1, 1915.

To whom it may concern:

The Department of Commerce is charged by law with the administration of the Pribilof Islands. In order to promote the moral, mental, and physical welfare of the native inhabitants, who are the wards of the Government, the Department has adopted the following regulations regarding the delivery and use of intoxicating liquors, which regulations supersede any that may heretofore have been issued by the Department or the Bureau of Fisheries:

1. The agent on each island shall be the sole custodian of all Government supplies of alcohol or alcoholic liquors thereon, and shall be responsible for the proper use thereof. He shall at his discretion give out the same as requisitioned by the responsible employees, and shall keep a permanent record of the issuance of each lot, stating the person to whom issued, the kind and quantity, and the purpose for which intended.

2. The giving of intoxicating liquors to the natives of the Pribilof Islands, except as medicine and in religious ceremonies, is positively prohibited under all circumstances. In view of the example which the Department considers highly desirable for its representatives to set for the native inhabitants of the islands, the prescribing of alcohol as a medicine is regarded with disfavor and as being rarely if ever indispensable. When in the opinion of the official physician on either island it is necessary to administer an alcoholic liquor as a medicine, he shall in each case make a permanent public record thereof, stating the kind and amount required, the name of the patient, and the nature of the disease or condition requiring such treatment.

3. The making of "quass" or other alcoholic drink by the natives is prohibited, and the agents and other officials of the Department will take all necessary steps to discourage and prevent this practice. Natives who, after due warning, continue to make or use such liquors will be properly disciplined. The agents are authorized to withhold from such natives all supplies from which quass or other intoxicating beverages can be made, and, when necessary, to send offenders away from the islands at the first opportunity.

4. Under no circumstances are any alcoholic liquors supplied by the Government to be used for the personal purposes of employees.

5. All requisitions for alcohol or alcoholic liquors intended for public medicinal or scientific purposes shall be submitted by the agents and approved by the Commissioner of Fisheries.

6. All alcoholic liquors requisitioned for the purpose of the Russian churches on the islands shall be paid for by the church authorities and shall, before shipment, receive the written sanction of the proper church officials, transmitted through the Department of Commerce. The agents will deal with any abuses which may result from the improper use by natives of alcoholic liquors consigned for the purposes of the Russian churches.

7. No alcohol or alcoholic liquor of any kind shall be landed on the Pribilof Islands except by authority of the Secretary of Commerce or the Commissioner of Fisheries and with the knowledge of the respective agents. Officers commanding coast guard, naval, fishery, or other Government vessels which may visit the islands are requested to make no delivery of alcohol or alcoholic liquor except official consignments, accompanied by bills of lading, which have been placed on board by responsible officials of the Department of Commerce or specifically ordered by proper authority. Commanding officers are expected to assure themselves of the contents of all packages for the seal islands received on board or taken ashore from their vessels, and will permit no packages containing unauthorized articles to leave the ship. They will also forbid the giving of alcoholic liquor to natives who may visit their ships. The agents will take proper precaution against the unauthorized landing of liquor from merchant or other privately owned vessels which may visit the islands and against the obtainment of liquor thereon by the natives.

WILLIAM C. REDFIELD, *Secretary.*

No. 258 (Bureau of Navigation and Steamboat-Inspection Service).—**FORE-CASTLE ACCOMMODATIONS.**

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, March 9, 1915.

Collectors of customs:

You will bring to the attention of all shipbuilders in your district the following requirements of section 6 of the act of March 4, 1915, which apply to all vessels described therein the keels of which are laid after March 4, 1915:

SEC. 6. That section two of the Act entitled "An Act to amend the laws relating to navigation," approved March third, eighteen hundred and ninety-seven, be, and is hereby, amended to read as follows:

"SEC. 2. That on all merchant vessels of the United States the construction of which shall be begun after the passage of this Act, except yachts, pilot boats, or vessels of less than one hundred tons register, every place appropriated to the crew of the vessel shall have a space of not less than one hundred and twenty cubic feet and not less than sixteen square feet, measured on the floor or deck of that place, for each seaman or apprentice lodged therein, and each seaman shall have a separate berth and not more than one berth shall be placed one above another; such place or lodging shall be securely constructed, properly lighted, drained, heated, and ventilated, properly protected from weather and sea, and, as far as practicable, properly shut of and protected

from the effluvia of cargo or bilge water. And every such crew space shall be kept free from goods or stores not being the personal property of the crew occupying said place in use during the voyage.

"That in addition to the space allotment for lodgings hereinbefore provided, on all merchant vessels of the United States which in the ordinary course of their trade make voyages of more than three days' duration between ports, and which carry a crew of twelve or more seamen, there shall be constructed a compartment, suitably separated from other spaces, for hospital purposes, and such compartment shall have at least one bunk for every twelve seamen, constituting her crew, provided that not more than six bunks shall be required in any case.

"Every steamboat of the United States plying upon the Mississippi River or its tributaries shall furnish an appropriate place for the crew, which shall conform to the requirements of this section, so far as they are applicable thereto, by providing sleeping room in the engine room of such steamboat, properly protected from the cold, wind, and rain by means of suitable awnings or screens on either side of the guards or sides and forward, reaching from the boiler deck to the lower or main deck, under the direction and approval of the Supervising Inspector General of Steam Vessels, and shall be properly heated.

"All merchant vessels of the United States, the construction of which shall be begun after the passage of this act having more than ten men on deck must have at least one light, clean, and properly ventilated washing place. There shall be provided at least one washing outfit for every two men of the watch. The washing place shall be properly heated. A separate washing place shall be provided for the fireroom and engine-room men, if their number exceed ten, which shall be large enough to accommodate at least one-sixth of them at the same time, and have hot and cold water supply and a sufficient number of wash basins, sinks, and shower baths.

"Any failure to comply with this section shall subject the owner or owners of such vessel to a penalty of not less than \$50 nor more than \$500: *Provided*, That forecastles shall be fumigated at such intervals as may be provided by regulations to be issued by the Surgeon General of the Public Health Service, with the approval of the Department of Commerce, and shall have at least two exits, one of which may be used in emergencies."

The third paragraph (Mississippi River steamboats) will be covered in a separate circular.

The regulations determining the intervals at which forecastles shall be fumigated will be covered in a separate circular.

WILLIAM C. REDFIELD, *Secretary*.

No. 259 (Bureau of Navigation).—ALLOTMENTS OF SEAMEN'S WAGES.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, August 10, 1915.

To collectors of customs, United States shipping commissioners, and others concerned:

Your attention is invited to section 11 of the act of March 4, 1915, which amends section 24 of the act of December 21, 1898, and to the regulations following:

SECTION 11, ACT OF MARCH 4, 1915.

SEC. 11. That section twenty-four of the Act entitled "An Act to amend the laws relating to American seamen, for the protection of such seamen, and to promote commerce," approved December twenty-first, eighteen hundred and ninety-eight be, and is hereby, amended to read as follows:

"SEC. 24. That section ten of chapter one hundred and twenty-one of the laws of eighteen hundred and eighty-four, as amended by section three of

¹ Modifies Circular No. 120 (July 21, 1906).

chapter four hundred and twenty-one of the laws of eighteen hundred and eighty-six, be, and is hereby, amended to read as follows:

"SEC. 10. (a) That it shall be, and is hereby, made unlawful in any case to pay any seaman wages in advance of the time when he has actually earned the same, or to pay such advance wages, or to make any order, or note, or other evidence of indebtedness therefor to any other person, or to pay any person, for the shipment of seamen when payment is deducted or to be deducted from a seaman's wages.

"Any person violating any of the foregoing provisions of this section shall be deemed guilty of a misdemeanor, and upon conviction shall be punished by a fine of not less than \$25 nor more than \$100, and may also be imprisoned for a period of not exceeding six months, at the discretion of the court.

"The payment of such advance wages or allotment shall in no case except as herein provided absolve the vessel or the master or the owner thereof from the full payment of wages after the same shall have been actually earned, and shall be no defense to a libel suit or action for the recovery of such wages.

"If any person shall demand or receive, either directly or indirectly, from any seaman or other person seeking employment, as seaman, or from any person on his behalf, any remuneration whatever for providing him with employment, he shall for every such offense be deemed guilty of a misdemeanor and shall be imprisoned not more than six months or fined not more than \$500.

"(b) That it shall be lawful for any seaman to stipulate in his shipping agreement for an allotment of any portion of the wages he may earn to his grandparents, parents, wife, sister, or children.

"(c) That no allotment shall be valid unless in writing and signed by and approved by the shipping commissioner.

"It shall be the duty of the said commissioner to examine such allotments and the parties to them and enforce compliance with the law.

"All stipulation for the allotment of any part of the wages of a seaman during his absence which are made at the commencement of the voyage shall be inserted in the agreement and shall state the amounts and times of the payments to be made and the persons to whom the payments are to be made.

"(d) That no allotment except as provided for in this section shall be lawful.

"Any person who shall falsely claim to be such relation, as above described, of a seaman under this section shall for every such offense be punished by a fine not exceeding \$500 or imprisonment not exceeding six months, at the discretion of the court.

"(e) That this section shall apply as well to foreign vessels while in waters of the United States, as to vessels of the United States, and any master, owner, consignee, or agent of any foreign vessel who has violated its provisions shall be liable to the same penalty that the master, owner, or agent of a vessel of the United States would be for similar violation.

"The master, owner, consignee, or agent of any vessel of the United States, or of any foreign vessel seeking clearance from a port of the United States, shall present his shipping articles at the office of clearance, and no clearance shall be granted any such vessel unless the provisions of this section have been complied with.

"(f) That under the direction of the Secretary of Commerce the Commissioner of Navigation shall make regulations to carry out this section."

REGULATIONS.

1. Section 26 of the act of December 21, 1898, which is not repealed, exempts fishing or whaling vessels or yachts from the provisions of section 24 of that act, and section 24, as amended above, accordingly, does not apply to fishing or whaling vessels or yachts.

2. By section 4 of the act of June 28, 1906, which is not repealed, section 24 of the act of December 21, 1898, applies to all vessels engaged in the taking of oysters, and section 24, as amended above, accordingly, applies to all vessels engaged in the taking of oysters.

3. The section will apply to vessels of the United States (except as just indicated) according to section 18, on and after November 4, 1915.

4. Officers of the customs will not issue a clearance to any vessel seeking clearance until the shipping articles have been examined as to allotments of seamen's wages. The only allotments permitted by the section are to a seaman's grandparents, parents, wife, sister, or children. Such allotments on the articles must be approved by the shipping commissioner or officer of the customs acting as shipping commissioner in the case of a vessel of the United States, and by the consul in the case of a foreign vessel.

Clearance can not be granted under the section if the shipping articles show that allotments to others than the relatives or dependents named have been made in the port from which the vessel seeks clearance.

5. Form 722A (amended) will be used for vessels of the United States. Form 722B will be discontinued for vessels of the United States after November 3, 1915, but may be used for foreign vessels not covered by treaties and conventions until March 4, 1916.

6. *Foreign vessels.*—The section will apply to foreign vessels in waters of the United States on and after March 4, 1916, unless covered by treaties or conventions, and will apply to foreign vessels if covered by treaties and conventions on the expiration of the period fixed in the notice of abrogation of articles in such treaties and conventions. A list of the nations to the merchant vessels of which the section will apply on March 4, 1916, or on a later date or dates, will be issued later. In the meantime foreign vessels not covered by treaties or conventions will remain subject to Department Circular No. 120 until March 4, 1916.

7. Collectors of customs and shipping commissioners will distribute this circular promptly among the owners and masters of vessels, sailors' homes and boarding houses, stores patronized by seamen, and generally among those concerned, so that necessary preparations may be made and the abolition of the allotment system may be effected with the least possible interference with foreign trade.

Approved:

E. T. CHAMBERLAIN, *Commissioner.*

E. F. SWEET, *Acting Secretary.*

No. 260 (Bureau of Navigation).—SEAMEN'S WAGES UNDER SEAMEN'S ACT.

DEPARTMENT OF COMMERCE,

OFFICE OF THE SECRETARY,

Washington, August 11, 1915.

To collectors of customs, United States shipping commissioners, and others concerned:

Your attention is called to the following provisions relating to the payment of seamen's wages under the act of March 4, 1915, known as the Seamen's Act:

I. FINAL PAYMENTS OF WAGES.

SEC. 3. That section forty-five hundred and twenty-nine of the Revised Statutes of the United States be, and is hereby, amended to read as follows:

"SEC. 4529. The master or owner of any vessel making coasting voyages shall pay to every seaman his wages within two days after the termination of the

agreement under which he was shipped, or at the time such seaman is discharged, whichever first happens; and in case of vessels making foreign voyages, or from a port on the Atlantic to a port on the Pacific, or vice versa, within twenty-four hours after the cargo has been discharged, or within four days after the seaman has been discharged, whichever first happens; and in all cases the seaman shall be entitled to be paid at the time of his discharge on account of wages a sum equal to one-third part of the balance due him. Every master or owner who refuses or neglects to make payment in the manner hereinbefore mentioned without sufficient cause shall pay to the seaman a sum equal to two days' pay for each and every day during which payment is delayed beyond the respective periods, which sum shall be recoverable as wages in any claim made before the court; but this section shall not apply to masters or owners of any vessel the seamen of which are entitled to share in the profits of the cruise or voyage."

(a) This section will apply to seamen on vessels of the United States on and after November 4, 1915. It will not apply to foreign vessels.

II. PAYMENT OF WAGES DURING THE VOYAGE.

SEC. 4. That section forty-five hundred and thirty of the Revised Statutes of the United States be, and is hereby, amended to read as follows:

"Sec. 4530. Every seaman on a vessel of the United States shall be entitled to receive on demand from the master of the vessel to which he belongs one-half part of the wages which he shall have then earned at every port where such vessel, after the voyage has been commenced, shall load or deliver cargo before the voyage is ended and all stipulations in the contract to the contrary shall be void: *Provided*, Such a demand shall not be made before the expiration of, nor oftener than once in five days. Any failure on the part of the master to comply with this demand shall release the seaman from his contract and he shall be entitled to full payment of wages earned. And when the voyage is ended every such seaman shall be entitled to the remainder of the wages which shall then be due him, as provided in section forty-five hundred and twenty-nine of the Revised Statutes: *Provided further*, That notwithstanding any release signed by any seaman under section forty-five hundred and fifty-two of the Revised Statutes any court having jurisdiction may upon good cause shown set aside such release and take such action as justice shall require: *And provided further*, That this section shall apply to seamen on foreign vessels while in harbors of the United States, and the courts of the United States shall be open to such seamen for its enforcement."

(a) On and after November 4, 1915, this section will apply to seamen on vessels of the United States.

(b) On and after March 4, 1916, this section will apply to seamen on vessels of the following nations, not covered by treaties or conventions with the United States: Argentina, Bolivia, Brazil, Chile, China, Cuba, Dominican Republic, Great Britain, Haiti, Honduras, Mexico, Panama, Peru, Portugal, Russia, Uruguay, and Venezuela.

(c) On and after July 1, 1916, when the period fixed for abrogation of articles in treaties or conventions will expire, this section will apply to seamen on vessels of the following nations: Austria-Hungary, Belgium, Colombia, Denmark, France, Greece, Italy, Japan, Netherlands, Norway, Roumania, Spain, and Sweden.

III. ONLY LEGAL ALLOTMENTS BINDING.

SEC. 12. That no wages due or accruing to any seaman or apprentice shall be subject to attachment or arrestment from any court, and every payment of wages to a seaman or apprentice shall be valid in law, notwithstanding any previous sale or assignment of wages or of any attachment, encumbrance, or arrestment thereon; and no assignment or sale of wages or of salvage made prior to the accruing thereof shall bind the party making the same, except such allotments as are authorized by this title. This section shall apply to fishermen

employed on fishing vessels as well as to seamen: *Provided*, That nothing contained in this or any preceding section shall interfere with the order by any court regarding the payment by any seaman of any part of his wages for the support and maintenance of his wife and minor children. Section forty-five hundred and thirty-six of the Revised Statutes of the United States is hereby repealed.

(a) On and after November 4, 1915, this section will apply to seamen on vessels of the United States, and attention is directed particularly to its application to fishermen. The section does not apply to seamen on foreign vessels.

E. F. SWEET, *Acting Secretary*.

No. 261 (Bureau of Navigation).—ACCIDENTS SUSTAINED OR CAUSED BY BARGES IN TOW.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, August 12, 1915.

To collectors of customs, owners, agents, or masters of barges in tow:

Your attention is called to section 15 of the seamen's act of March 4, 1915. The section will take effect on November 4, 1915, and reads as follows:

SEC. 15. That the owner, agent, or master of every barge which, while in tow through the open sea, has sustained or caused any accident, shall be subject in all respects to the provisions of sections ten, eleven, twelve, and thirteen of chapter three hundred and forty-four of the Statutes at Large, approved June twentieth, eighteen hundred and seventy-four, and the reports therein prescribed shall be transmitted by collectors of customs to the Secretary of Commerce, who shall transmit annually to Congress a summary of such reports during the previous fiscal year, together with a brief statement of the action of the department in respect to such accidents.

1. For the purpose of administering this act "barges while in tow through the open sea" shall be such barges while outside the lines dividing the high seas from rivers, harbors, and inland waters, as defined by the Secretary of Commerce pursuant to section 2 of the act of February 19, 1895. All accidents sustained or caused by any barge while in tow outside these lines will be reported by the owner, agent, or master to the collector of customs and by that officer to the Secretary of Commerce pursuant to section 15 of the act quoted.

2. All such accidents inside such lines shall be reported as at present under the act of June 20, 1874. The provisions of that act are printed below for ready reference.

E. F. SWEET, *Acting Secretary*.

ACT OF JUNE 20, 1874.

SEC. 10. Whenever any vessel of the United States has sustained or caused any accident involving the loss of life, the material loss of property, or any serious injury to any person, or has received any material damage affecting her seaworthiness or her efficiency, the managing owner, agent, or master of such vessel shall within five days after the happening of such accident or damage, or as soon thereafter as possible, send, by letter to the collector of customs of the district wherein such vessel belongs or of that within which such accident or damage occurred, a report thereof, signed by such owner, agent, or master, stating the name and official number (if any) of the vessel,

the port to which she belongs, the place where she was, the nature and probable occasion of the casualty, the number and names of those lost, and the estimated amount of loss or damage to the vessel or cargo; and shall furnish, upon the request of either of such collectors of customs, such other information concerning the vessel, her cargo, and the casualty as may be called for; and if he neglect or refuse to comply with the foregoing requirements after a reasonable time, he shall incur a penalty of one hundred dollars.

SEC. 11. Whenever the managing owner or agent of any vessel of the United States has reason, owing to the non-appearance of such vessel, or to any other circumstance, to apprehend that such vessel has been lost, he shall, as soon as conveniently may be, send notice, in writing, to the collector of customs of the port to which said vessel belonged, of such loss, and the probable occasion thereof, stating the name and the official number. (if any) of the vessel, and the names of all persons on board, so far as the same can be ascertained, and shall furnish, upon request of the collector of such port, such additional information as he may be able; and if he neglect to comply with the above requirements within a reasonable time, he shall incur a penalty of one hundred dollars.

SEC. 12. It shall be the duty of the collectors of customs to immediately transmit to the Secretary of the Treasury such reports and information as they may receive under the provisions of the two preceding sections, and they shall also report to the Secretary of the Treasury any neglect or refusal on the part of the managing owner, agent, or master of any vessel of the United States to comply with the requirements thereof.

SEC. 13. The Secretary of Commerce may, upon application therefor, remit or mitigate any penalty provided for in this Act, or discontinue any prosecution to recover the same, upon such terms as he, in his discretion, shall think proper, and shall have authority to ascertain the facts upon all such applications in such manner and under such regulations as he may think proper. All penalties herein provided may be sued for, prosecuted, recovered, and disposed of in the manner prescribed by section forty-three hundred and five of the Revised Statutes.

No. 262 (Bureau of Navigation and Steamboat-Inspection Service).—HOURS OF LABOR ON SHIPBOARD.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, August 13, 1915.

To collectors of customs, United States shipping commissioners, owners, masters of vessels, and others concerned:

Your attention is called to the following provisions of section 2 of the seamen's act of March 4, 1915, which will take effect November 4, 1915:

SEC. 2. That in all merchant vessels of the United States of more than one hundred tons gross, excepting those navigating rivers, harbors, bays, or sounds exclusively, the sailors shall, while at sea, be divided into at least two, and the firemen, oilers, and water tenders into at least three, watches, which shall be kept on duty successively for the performance of ordinary work incident to the sailing and management of the vessel.

The seamen shall not be shipped to work alternately in the fireroom and on deck, nor shall those shipped for deck duty be required to work in the fireroom, or vice versa;

But these provisions shall not limit either the authority of the master or other officer or the obedience of the seamen when, in the judgment of the master or other officer, the whole or any part of the crew are needed for the maneuvering of the vessel or the performance of work necessary for the safety of the vessel or her cargo, or for the saving of life aboard other vessels in jeopardy, or when in port or at sea from requiring the whole or any part of the crew to participate in the performance of fire, lifeboat, and other drills.

While such vessel is in a safe harbor no seaman shall be required to do any unnecessary work on Sundays or the following-named days: New Year's Day, the Fourth of July, Labor Day, Thanksgiving Day, and Christmas Day, but this shall not prevent the dispatch of a vessel on regular schedule or when ready to proceed on her voyage.

And at all times while such vessel is in a safe harbor, nine hours, inclusive of the anchor watch, shall constitute a day's work.

Whenever the master of any vessel shall fail to comply with this section, the seamen shall be entitled to discharge from such vessel and to receive the wages earned.

But this section shall not apply to fishing or whaling vessels, or yachts.

1. The section prescribes no penalty on the master or owner for failure to comply with its provisions.

2. Collectors of customs will distribute this circular promptly to the masters of such merchant vessels of the United States as are covered by the section, requesting them after November 4 to post it in forecables.

3. Local inspectors of steam vessels will bear the section in mind in fixing the complement of officers and crew in the inspection certificate, pursuant to section 4463, Revised Statutes, as amended by the act of March 3, 1913. Where changes in outstanding certificates of inspection may be necessary, they may be made by indorsement.

4. Shipping commissioners on and after November 4, 1915, until otherwise instructed, will furnish two copies of this circular to the master of every vessel of more than 100 tons gross, the crew of which is shipped before them, with the request that one copy be posted in such part of the vessel as to be accessible to the crew.

5. Complaint by a seaman that the master has failed to comply with this section may be made to the United States shipping commissioner, or, in a foreign port, to the American consul, if the crew has been shipped on the United States shipping articles. The shipping commissioner or consul will hear such complaints and render his decision in the manner now prescribed for hearing and deciding complaints.

E. F. SWEET, *Acting Secretary.*

No. 263 (Bureau of Navigation).—DISCHARGE OF SEAMEN IN SPECIAL CASES.

(Section 19, Seamen's Act of March 4, 1915.)

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, August 25, 1915.

To masters of vessels of the United States and others concerned:

Section 16 of the act of December 21, 1898, amended in part section 4581, Revised Statutes, relating to the discharge of seamen by consuls, to read:

If the seaman is discharged on account of injury or illness, incapacitating him for service, the expenses of his maintenance and return to the United States shall be paid from the fund for the maintenance and transportation of destitute American seamen.

Section 19 of the seamen's act of March 4, 1915, adds to these words the following:

Provided, That at the discretion of the Secretary of Commerce, and under such regulations as he may prescribe, if any seaman incapacitated from service by injury or illness is on board a vessel so situated that a prompt discharge requiring the personal appearance of the master of the vessel before an American consul or consular agent is impracticable, such seaman may be sent to a

consul or consular agent, who shall care for him and defray the cost of his maintenance and transportation, as provided in this paragraph.

The personal appearance of the master of the vessel before an American consul or consular agent to consent to the discharge of a seaman who has been incapacitated by injury or illness may be waived by the consul under the following conditions:

(a) When the condition of the injured or ill seaman is such that prompt medical attendance is necessary and can not be furnished on shipboard, and

(b) When the master can not proceed with the seaman to the consul without risk to the crew, the vessel, or the cargo.

In such cases the master will address to the consul in writing a full statement of the facts which render necessary the discharge of the seaman, together with a statement of the reasons why he himself is unable to appear before the consul. The statement should cover the usual particulars set forth in a discharge and should be accompanied with an account of the wages due and with the necessary funds to meet such wages, or (if the cash be not available) with an order on the owner for the amount due.

If the consul shall deem the statement satisfactory, he may discharge the seaman as directed in section 4581, Revised Statutes, as amended by section 16 of the act of December 21, 1898, and section 19 of the act of March 4, 1915, as if the master were present, attaching to the discharge and to his relief account a copy of the statement submitted by the master.

If the consul shall deem the statement unsatisfactory, he will decline to grant the discharge and direct that the seaman be returned to the vessel at its expense.

E. F. SWEET, *Acting Secretary.*

No. 264, second edition (Steamboat-Inspection Service).—ABLE SEAMEN.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,

Washington, October 29, 1915.

To collectors of customs, supervising and local inspectors, Steamboat-Inspection Service, and others concerned:

By virtue of the authority conferred by section 13 of the act approved March 4, 1915, which provides "That upon examination, under rules prescribed by the Department of Commerce as to eyesight, hearing, physical condition, and knowledge of the duties of seamanship a person found competent may be rated as able seaman after having served on deck twelve months at sea, or on the Great Lakes," the following regulations are prescribed for determining the knowledge of the duties of seamanship of such persons who make application for examination for a certificate of service as able seaman:

1. Any person who has had twelve months' service on deck at sea or on the Great Lakes on any vessel of 100 tons gross and upward (except those navigating rivers exclusively and the smaller inland lakes, and except fishing or whaling vessels or yachts), including decked fishing vessels, naval vessels, and coast-guard vessels, may make application to any board of local inspectors for a certificate of

service as able seaman, and upon proof being made to said board by affidavit as to service, and examination as to physical condition and knowledge of the duties of seamanship, showing the nationality and age of the applicant and the vessel or vessels on which he has had service, the board of local inspectors shall issue to said applicant a certificate of service which shall be retained by him and be accepted as prima facie evidence of his rating as able seaman.

2. No person shall be examined who does not produce satisfactory affidavit or affidavits that he has served at sea or on the Great Lakes as prescribed in paragraph 1.

3. Each applicant shall pass the prescribed physical examination before a medical officer of the Public Health Service before being permitted to take the examination to determine his knowledge of the duties of seamanship.

4. The professional examination to determine the applicant's knowledge of the duties of seamanship shall be oral, and shall be conducted in the form of questions and answers and by practical tests. The applicant shall be examined in each of the prescribed subjects and given a mark in each based on a scale of 100.

5. No person shall be recommended for or shall receive the certificate of service as able seaman who fails to attain a general average of merit of 70 per cent.

6. The professional examination may be conducted by an officer of the United States Navy, the Coast Guard, Lighthouse Service, Coast and Geodetic Survey, Navigation Service, or any other marine officer designated by the Secretary of Commerce. When any such officer conducts the examination the board of local inspectors shall issue to the applicant a certificate of service as able seaman upon receiving notice in writing from such an officer that the applicant has passed the prescribed examination as to knowledge of the duties of seamanship.

7. The professional examination will be conducted as concisely as possible, with the view of determining the applicant's qualifications, and will embrace the following subjects:

(a) *Bearing the compass.*—The applicant will be required to box the compass by points or degrees, according to the experience he has had in the use of either method.

(b) *Lights and fog signals.*—A knowledge will be required of the running and anchor lights for steam and sailing vessels on the sea, inland waters, or Great Lakes, and a like knowledge of fog signals, according to the waters on which the applicant has served.

(c) *Signals for starting, stopping, slowing down, and backing the engines of steam vessels.*—This examination will be restricted to the signals in use on the sea, or Great Lakes, according to the waters on which the applicant has served. In view of the widespread use of engine telegraphs, knowledge of engine bell signals, while deemed advantageous, will not be required if in other respects the candidate qualified.

(d) *Passing signals for steam vessels.*—To be confined to vessels meeting or passing under ordinary conditions.

(e) *Knotting, bending, splicing, and hitching.*—The applicant will be required to make a few of the principal knots, bends, splices, and hitches in common use by sailormen.

(f) *Ability to pull an oar.*—The applicant's knowledge of pulling an oar will be determined by actual trial in a boat.

(g) *Clearing away, lowering, and getting a boat away from the ship.*—The applicant's ability will be determined by actual trial aboard ship.

(h) *Handling boats at sea.*—This examination will include questions relative to the proper handling of a boat in running before a heavy sea; in pulling into a sea; the trip of the boat; and steering with an oar, tiller, or yoke.

(i) *Knowledge of nautical terms.*—The applicant will be required to definitely locate different parts of a ship, and to give the names of the different masts, sails, rigging, davits, etc.

(j) *Steering.*—The applicant will be required to demonstrate his knowledge of handling the wheel of a steamer by obeying orders passed to him as "wheelman."

WILLIAM C. REDFIELD, *Secretary.*

No. 265 (Bureau of Navigation).—LANGUAGE TEST UNDER THE SEAMEN'S ACT.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, September 18, 1915.

To collectors of customs and others concerned:

Section 13 of the seamen's act of March 4, 1915, in part, provides as follows:

No vessel of one hundred tons gross and upward, except those navigating rivers exclusively and the smaller inland lakes and except as provided in section one of this Act, shall be permitted to depart from any port of the United States unless she has on board a crew not less than seventy-five per centum of which, in each department thereof, are able to understand any order given by the officers of such vessel, * * *.

The collector of customs may, upon his own motion, and shall, upon the sworn information of any reputable citizen of the United States setting forth that this section is not being complied with, cause a muster of the crew of any vessel to be made to determine the fact; and no clearance shall be given to any vessel failing to comply with the provisions of this section: * * *.

This section will take effect as to vessels of the United States on November 4, 1915, and as to all foreign vessels on March 4, 1916.

The Department construes the words "able to understand any order given by the officers of such vessel" to mean the necessary orders that may be given to members of the crew in each department in the course of the performance of their duties.

The Department does not construe the above section as requiring the use of any particular language on the part of officers and crew of any vessel. Any language which is understood in sufficient measure by both the officers and the proper proportion of the crew will comply with the law. It must clearly be understood, therefore, that the section can not be construed as requiring an English-speaking crew. For example, on a French vessel the French language if spoken by the officers and if understood by the proper proportion of the crew would suffice. The same would be true of Spanish on a Spanish vessel, of German on a German vessel. Therefore, no

specific language is required but only that whatever language is used it shall be understood as the law requires.

The Department also construes the section as meaning only such orders as may normally be given to members of the crew in each department of the vessel in the course of the usual performance of their regular duties. Among these duties, however, should be included lifeboat work or emergency work for such members of the crew as may be called upon to perform these classes of work. The Department would not consider it a proper construction of the section to require, for example, that a waiter should understand orders normal to the engine-room force or that a stoker should be required to understand orders which related solely to the work of a deckhand or seaman. In the cases, however, of a waiter, a stoker, a seaman, or other employee on the vessel who was assigned to do emergency or lifeboat work it would be a proper construction of the section to require him to understand orders for such emergency or lifeboat service.

The Department construes the section to mean that a demonstration in the presence of the customs collector or his deputy by the proper proportion of the crew in executing the actual orders of an officer would be a sufficient proof of compliance with the law. It will be noted that the orders are to be given "by the officers" and not by the customs collector or anyone acting in his behalf.

The Department further construes the section to mean that the muster of the crew for which the law provides shall take place at such reasonable times and occasions as will determine the facts sufficiently in advance of the time fixed for the sailing of the vessel to permit the engaging of such new members of the crew as may be necessary in time for the vessel to sail without delay. The Department understands the law to require the safeguarding of the vessel through the language test by such means at such times and in such a manner as shall be helpful and not hurtful to our maritime commerce and that it is in no sense intended to be used to create embarrassment or to cause unnecessary expense or delay.

WILLIAM C. REDFIELD, *Secretary*.

No. 266 (Steamboat-Inspection Service).—SCOPE OF SECTION 14, SEAMEN'S ACT.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, September 24, 1915.

To chief officers of customs, supervising and local inspectors, Steamboat-Inspection Service, and others concerned:

The following statement of the scope of application of section 14 of the seamen's act of March 4, 1915, based on the opinion of the Attorney General dated August 25, 1915, and opinions of the Solicitor of the Department of Commerce dated September 3 and September 4, 1915, is issued for your guidance:

1. Section 14 of the act will apply on and after November 4, 1915, to steam vessels of the United States referred to in the act, except such steam vessels admitted to American registry under the ship registry act of August 18, 1914.

2. Section 14 *will* apply on and after September 4, 1916, to steam vessels of the United States admitted to American registry under the ship registry act of August 18, 1914.

3. Section 14 *will not* apply at any time to—

(a) Foreign steamers *not* carrying passengers to or from the United States.

(b) Foreign steamers carrying passengers *to* the United States.

4. Section 14 *will* apply on and after March 4, 1916, to foreign steamers carrying passengers *from* the United States under the flags of those countries whose inspection laws do not approximate those of the United States, unless in the meantime those countries adopt inspection laws approximating those of the United States and accord reciprocal privileges to vessels of the United States in their ports.

5. Section 14 *will not* apply to foreign steamers carrying passengers from the United States under the flags of those countries whose inspection laws approximate those of the United States and that have entered into reciprocal relations with the United States. The countries which have such approximate laws and which have entered into such relations are Denmark, France, Germany, Great Britain, Canada, New South Wales, New Zealand, Japan, the Netherlands, and Norway.

WILLIAM C. REDFIELD, *Secretary*.

No. 267 (Steamboat-Inspection Service).—DESIGNATION OF OFFICERS TO EXAMINE APPLICANTS FOR CERTIFICATES AS LIFEBOAT MEN.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, October 22, 1915.

United States supervising and local inspectors, Steamboat-Inspection Service, and others concerned:

In accordance with the provisions of the seamen's act, I hereby designate the following officers to examine applicants for certificates as lifeboat men:

Any commissioned or warrant officer of the United States Navy who may be detailed for such duty by the commandant of any navy yard or the commanding officer of any vessel of the United States Navy.

Commissioned officers of the line and warrant officers of the rank of boatswain or keeper in the United States Coast Guard.

Deck officers of the vessels of the Lighthouse Service, Coast and Geodetic Survey, and Fisheries Service.

Local and assistant inspectors of hulls in the Steamboat-Inspection Service.

Applications to any of the above officers for examination for certificate as lifeboat man will receive prompt attention, and the applicant will be examined within the most reasonable time, and certificates will be issued by the examining officers if the applicant is found qualified.

Supplies of certificates and other forms required will be furnished the various officers.

WILLIAM C. REDFIELD, *Secretary*.

No. 268 (Bureau of Navigation and Steamboat-Inspection Service).—ABLE SEAMEN ON FOREIGN VESSELS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY.

Washington, December 14, 1915.

To collectors of customs, supervising and local inspectors, Steamboat-Inspection Service, and others concerned:

Section 13 of the seamen's act of March 4, 1915, will apply to all foreign vessels of 100 tons gross and upwards (except those navigating rivers exclusively and the smaller inland lakes and except fishing or whaling vessels or yachts) which depart from any port of the United States on and after March 4, 1916.

2. The section provides that 40 per centum in the first year after that date, 45 per centum in the second year, 50 per centum in the third year, 55 per centum in the fourth year, and thereafter 65 per centum of the vessel's deck crew, exclusive of licensed officers and apprentices, shall be of a rating not less than able seaman.

3. An able seaman, to conform to the requirements of the section, must have the following qualifications:

(a) He must be 19 years of age or upward.

(b) He must have had at least three years' service on deck at sea or on the Great Lakes on a vessel or vessels of 100 tons gross or upward, including decked fishing vessels (not including vessels navigating rivers exclusively and smaller inland lakes, and not including whaling vessels or yachts or fishing vessels, unless the fishing vessels are decked fishing vessels). Service on deck in foreign naval vessels or foreign vessels similar to vessels of the United States Coast Guard may be included.

(c) He must have been found competent upon examination as to eyesight, hearing, and physical condition under rules prescribed by the Department of Commerce. The rules so prescribed are set forth in Form 983, Steamboat-Inspection Service, file S. This examination in the case of able seamen on foreign vessels may be conducted by the proper authorities of the country of which the seamen are citizens or subjects.

(d) Section 13 also provides for a special class of able seamen who may compose not more than one-fourth of the number of able seamen required on a vessel. Able seamen may qualify for this special class after having served on deck twelve months at sea or on the Great Lakes, but in addition to the examination mentioned in paragraph (c) they must have been found competent upon examination as to knowledge of the duties of seamanship under rules prescribed by the Department of Commerce. The rules so prescribed are set forth in Commerce Department Circular No. 264, second edition, Steamboat-Inspection Service. This examination, in the case of able seamen on foreign vessels, may be conducted by the proper authorities of the country of which the seamen are citizens or subjects.

4. Section 13 does not require that able seamen on foreign vessels shall be furnished with certificates as such. The section, however, does provide that a collector of customs may, upon his own motion, and shall, upon the sworn information of any reputable citizen of the United States, setting forth that this section is not being complied

with, cause a muster of the crew of any vessel to be made to determine the fact; and no clearance shall be given to any vessel failing to comply with the provisions of this section.

Accordingly, it may facilitate the dispatch of foreign vessels from American ports, if the necessary proportion of the deck crews are so certificated, thus preventing the delay necessary to ascertain by inquiry and examination whether in fact the necessary number of the deck crew are able seamen within the intent of the section.

5. Certificates issued to able seamen by competent authorities of the countries of which the seamen are citizens or subjects will be accepted by collectors of customs as evidence that the able seamen so certificated comply with the requirements of section 13 of the seamen's act. These certificates should certify that the able seaman is of the prescribed age, has had the prescribed sea service, and has passed the examination as to eyesight, hearing, and physical condition, and, for the special class of short-term service men, has also passed the examination as to knowledge of the duties of seamanship.

6. This circular does not apply to able seamen on foreign vessels on the Great Lakes, who will be covered by another circular to be issued before the opening of navigation on the Lakes in the spring.

WILLIAM C. REDFIELD, *Secretary*.

No. 269 (Bureau of Navigation and Steamboat-Inspection Service).—ABLE SEAMEN ON FOREIGN VESSELS ON THE GREAT LAKES, AND SMALLER LAKES, BAYS, AND SOUNDS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, March 14, 1916.

To collectors of customs, supervising and local inspectors, Steamboat-Inspection Service, and others concerned:

Section 13 of the seamen's act of March 4, 1915, will apply to all foreign vessels of 100 tons gross and upward (except those navigating rivers exclusively and the smaller inland lakes and except fishing or whaling vessels or yachts) which depart from any port of the United States on and after March 4, 1916.

2. The section provides that 40 per centum in the first year after that date, 45 per centum in the second year, 50 per centum in the third year, 55 per centum in the fourth year, and thereafter 65 per centum of the vessel's deck crew, exclusive of licensed officers and apprentices, shall be of a rating not less than able seaman.

3. An able seaman, to conform to the requirements of the section, must have the following qualifications:

(a) He must be 19 years of age or upward.

(b) He must have had at least 18 months' service on deck at sea or on the Great Lakes or on the smaller lakes, bays, and sounds on a vessel or vessels of 100 tons gross or upward, including decked fishing vessels (not including vessels navigating rivers exclusively and smaller inland lakes, and not including whaling vessels or yachts or fishing vessels, unless the fishing vessels are decked fishing vessels). Service on deck in foreign naval vessels or foreign vessels similar to vessels of the United States Coast Guard may be included.

(c) He must have been found competent upon examination as to eyesight, hearing, and physical condition under rules prescribed by the Department of Commerce. The rules so prescribed are set forth in Form 983, Steamboat-Inspection Service, file S. This examination in the case of able seamen on foreign vessels may be conducted by the proper authorities of the country of which the seamen are citizens or subjects.

(d) Section 13 also provides for a special class of able seamen who may compose not more than one-fourth of the number of able seamen required on a vessel. Able seamen may qualify for this special class after having served on deck twelve months at sea or on the Great Lakes, but in addition to the examination mentioned in paragraph

(c) they must have been found competent upon examination as to knowledge of the duties of seamanship under rules prescribed by the Department of Commerce. The rules so prescribed are set forth in Commerce Department Circular No. 264, second edition, Steamboat-Inspection Service. This examination, in the case of able seamen on foreign vessels, may be conducted by the proper authorities of the country of which the seamen are citizens or subjects.

4. Section 13 does not require that able seamen on foreign vessels shall be furnished with certificates as such. The section, however, does provide that a collector of customs may, upon his own motion, and shall, upon the sworn information of any reputable citizen of the United States, setting forth that this section is not being complied with, cause a muster of the crew of any vessel to be made to determine the fact; and no clearance shall be given to any vessel failing to comply with the provisions of this section.

Accordingly, it may facilitate the dispatch of foreign vessels from American ports, if the necessary proportion of the deck crews are so certificated, thus preventing the delay necessary to ascertain by inquiry and examination whether in fact the necessary number of the deck crew are able seamen within the intent of the section.

5. Certificates issued to able seamen by competent authorities of the countries of which the seamen are citizens or subjects will be accepted by collectors of customs as evidence that the able seamen so certificated comply with the requirements of section 13 of the seamen's act. These certificates should certify that the able seaman is of the prescribed age, has had the prescribed sea service, and has passed the examination as to eyesight, hearing, and physical condition, and for the special class of short-term service men, has also passed the examination as to knowledge of the duties of seamanship.

WILLIAM C. REDFIELD, *Secretary*.

No. 270 (Bureau of Navigation).—BOARDING OF VESSELS.¹

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, May 4, 1916.

To collectors of customs and others:

The attention of customs officers, masters of vessels, and others is invited to the following provisions of the act approved March 31, 1900, entitled "An act concerning the boarding of vessels:"

¹ Supersedes Treasury Department Circular No. 90 (June 18, 1900).

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That the Secretary of the Treasury¹ is hereby authorized and directed to prescribe from time to time and enforce regulations governing the boarding of vessels arriving at the seaports of the United States, before such vessels have been properly inspected and placed in security, and for that purpose to employ any of the officers of that Department.

Sec. 2. That each person violating such regulations shall be subject to a penalty of not more than one hundred dollars or imprisonment not to exceed six months, or both, in the discretion of the court.

Sec. 3. That this Act shall be construed as supplementary to section 9 of chapter 374 of the Statutes of 1882, and section 4606 of the Revised Statutes.

The provisions of section 9 of the passenger act of August 2, 1882, which relate only to vessels whereon emigrant passengers, or passengers other than cabin passengers are carried, are as follows:

It shall not be lawful for the master of any such steamship or other vessel, not in distress, after the arrival of the vessel within any collection district of the United States, to allow any person or persons, except a pilot, officer of the customs, or health officer, agents of the vessel, and consuls, to come on board of the vessel, or to leave the vessel, until the vessel has been taken in charge by an officer of the customs, nor, after charge so taken, without leave of such officer, until all the passengers, with their baggage, have been duly landed from the vessel; * * *. For a violation of either of the provisions of this section, or for permitting or neglecting to prevent a violation thereof, the master of the vessel shall be liable to a fine not exceeding one thousand dollars.

The provisions of section 4606 of the Revised Statutes are as follows:

Every person who, not being in the United States Service, and not being duly authorized by law for the purpose, goes on board any vessel about to arrive at the place of her destination, before her actual arrival, and before she has been completely moored, without permission of the master, shall, for every such offense, be punishable by a fine of not more than two hundred dollars, and by imprisonment for not more than six months; and the master of such vessel may take any such person so going on board into custody, and deliver him up forthwith to any constable or police-officer, to be by him taken before any justice of the peace, to be dealt with according to the provisions of this title.

Pursuant to the act of March 31, 1900, as amended by the act of February 14, 1903, the following regulations for the boarding of vessels are prescribed:

1. These regulations shall not apply to a passenger steamship of a regular line, but they shall apply to any other merchant vessel arriving from a foreign port or from a port in another great district (except from a port in an adjoining State) or from Porto Rico, Hawaii, or the Philippines.

2. It shall not be lawful for any person, with or without the consent of the master, except a pilot, officer of the customs, health officer, agent of the vessel, or consul, to go on board of a vessel not in distress, arriving at any seaport of the United States, until the vessel has been properly inspected by the customs and quarantine officers, and placed in security by being brought to the dock or anchored at the point at which cargo is to be taken or discharged.

3. It shall not be lawful for the master of any vessel, not in distress, arriving at any seaport of the United States, to allow any person or persons, except a pilot, officer of the customs, health officer, agent of the vessel, or consul, except as provided in regulation 5,

¹The duty of prescribing and enforcing these regulations was transferred to the Secretary of Commerce by the act of February 14, 1903.

to go on board of the vessel, until the vessel has been properly inspected by the customs and quarantine officers, and placed in security by being brought to the dock or anchored at the point at which cargo is to be taken or discharged. The keeper, runner, or any agent of a sailors' boarding house, or any person soliciting seamen for any purpose, shall not in any case be allowed to board any vessel until such dock or anchorage has been reached.

4. It shall not be lawful for any person in charge of a tugboat, rowboat, or other vessel to come alongside and put any person, except as authorized by law or regulations, on board an incoming vessel heretofore described.

5. The collector, or other chief officer of the customs, where there is no collector, upon application by the owner or agent of a vessel, is authorized to issue permits in special cases and on satisfactory grounds to persons, other than those above specified, to board such vessel, subject to the master's consent, after it has been properly inspected by customs and quarantine officers, and before it has been placed in security as above provided. In case of emergency, permits to board a vessel before it has been inspected may be issued; but any person to whom such permit may be granted shall be subject to customs and quarantine regulations. In the case of vessels provided for by the act of 1882, above quoted, permits shall be issued subject to the limitations provided in section 9 of that act. A permit shall not in any case be issued to the keeper, runner, or any agent of a sailors' boarding house or to any person soliciting seamen for any purpose.

6. Upon boarding a vessel for customs or quarantine inspection the boarding officers will furnish a copy of these regulations to the master. Copies of the regulations may also be furnished to pilots and masters of tugboats with the request that they be supplied to the masters of incoming vessels in their charge.

7. Officers boarding a vessel under authority of these regulations shall also ascertain whether any person has boarded the vessel in violation of law, and if so shall report the facts to the principal officer of the customs at the port.

8. The Coast Guard is specially charged with the enforcement of these regulations, but any officer of the Government may report to the principal officer of the customs any violation of the regulations which comes to his knowledge.

9. The principal officer of the customs shall report the facts to the United States attorney and also to the Department.

10. The principal officer of the customs, or the officer commanding a Coast Guard cutter, or the principal officer of the Public Health Service at any seaport, when he deems it desirable and when it is practicable, may detail any person subject to his orders to remain on board a vessel to secure the enforcement of these regulations, until the vessel has been placed in security, as above provided. In the case of deep sea sailing vessels, such detail shall be made whenever practicable.

WILLIAM C. REDFIELD, *Secretary.*

No. 271 (Bureau of Navigation and Steamboat-Inspection Service).—CERTIFICATED LIFEBOAT MEN ON FOREIGN VESSELS.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, June 12, 1916.

To collectors of customs, supervising and local inspectors, Steamboat-Inspection Service, and others concerned:

Section 14 of the seamen's act of March 4, 1915, provides for the number of certificated lifeboat men required to be carried as follows:

CERTIFICATED LIFEBOAT MEN—MANNING OF THE BOATS.

There shall be for each boat or raft a number of lifeboat men at least equal to that specified as follows: If the boat or raft carries twenty-five persons or less, the minimum number of certificated lifeboat men shall be one; if the boat or raft carries twenty-six persons and less than forty-one persons the minimum number of certificated lifeboat men shall be two; if the boat or raft carries forty-one persons and less than sixty-one persons the minimum number of certificated lifeboat men shall be three; if the boat or raft carries from sixty-one to eighty-five persons, the minimum number of certificated lifeboat men shall be four; if the boat or raft carries from eighty-six to one hundred and ten persons, the minimum number of certificated lifeboat men shall be five; if the boat or raft carries from one hundred and eleven to one hundred and sixty persons, the minimum number of certificated lifeboat men shall be six; if the boat or raft carries from one hundred and sixty-one to two hundred and ten persons, the minimum number of certificated lifeboat men shall be seven; and, thereafter, one additional certificated lifeboat man for each additional fifty persons: *Provided*, * * * That one-half the number of rafts carried shall have a capacity of exceeding fifteen persons.

Section 14 also defines the status of a certificated lifeboat man and the manner in which a certificate may be obtained, as follows:

By "certificated lifeboat man" is meant any member of the crew who holds a certificate of efficiency issued under the authority of the Secretary of Commerce, who is hereby directed to provide for the issue of such certificates.

In order to obtain the special lifeboat man's certificate the applicant must prove to the satisfaction of an officer designated by the Secretary of Commerce that he has been trained in all the operations connected with launching lifeboats and the use of oars; that he is acquainted with the practical handling of the boats themselves; and, further, that he is capable of understanding and answering the orders relative to lifeboat service.

In accordance with the law the Secretary of Commerce has designated the following officers to examine applicants for certificates as lifeboat men:

Any commissioned or warrant officer of the United States Navy who may be detailed for such duty by the commandant of any navy yard or the commanding officer of any vessel of the United States Navy.

Commissioned officers of the line and warrant officers of the rank of boatswain or keeper in the United States Coast Guard.

Deck officers of the vessels of the Lighthouse Service, Coast and Geodetic Survey, and the Fisheries Service.

Local and assistant inspectors of hulls in the Steamboat-Inspection Service.

Certificate of efficiency for lifeboat men on foreign vessels issued by competent authorities of the countries to which such foreign ves-

sels belong will be accepted as evidence that lifeboat men so certificated comply with the requirements of section 14 of the seamen's act.

Such foreign certificates should certify that the lifeboat man has been examined in accordance with the provisions of the seamen's act and found competent.

WILLIAM C. REDFIELD, *Secretary.*

No. 272 (Bureau of Navigation and Steamboat-Inspection Service).—EXECUTIVE ORDER UNDER SECTION 2, SHIP-REGISTRY ACT OF AUGUST, 1914.

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, September 1, 1916.

Collectors of suctoms and others concerned:

Your attention is invited to the Executive order approved by the President September 1, 1916, pursuant to section 2 of the ship-registry act of August 18, 1914.

E. F. SWEET, *Acting Secretary.*

EXECUTIVE ORDER.¹

September 1, 1916.

In pursuance of the authority conferred upon the President of the United States by Section 2 of the Act approved August 18, 1914, entitled "An Act to provide for the admission of foreign-built ships to American registry for the foreign trade, and for other purposes," it is hereby ordered:

1. That the provisions of the law prescribing that the watch officers of vessels of the United States registered for foreign trade shall be citizens of the United States, are hereby suspended so far and for such length of time as is herein provided, namely: All watch officers now employed on foreign-built ships which have been admitted to United States registry under said Act who, heretofore, have declared their intention to become citizens of the United States and watch officers on such ships who, within six months from this date, shall declare their intention to become such citizens shall be entitled to serve on foreign-built ships so registered until the time shall have expired within which they may become such citizens under their declarations, and shall be eligible for promotion upon any foreign-built ship so registered.

2. That the provisions of law requiring survey, inspection and measurement, by officers of the United States, of foreign-built ships admitted to United States registry under said Act are hereby suspended so far and for such length of time as is herein provided, namely: The said provisions shall not apply to any such foreign-built ship during the period of one year from this date provided the Secretary of Commerce is satisfied in the case of any such ship that the ship is safe and seaworthy and that proper effort is being made to comply with the said provisions.

WOODROW WILSON.

No. 273.—REPEAL OF STAMP TAX UPON GUARANTIES, BONDS, POLICIES OF INSURANCE, DEEDS, POWERS OF ATTORNEY, AND CERTIFICATES.²

DEPARTMENT OF COMMERCE,
OFFICE OF THE SECRETARY,
Washington, September 29, 1916.

To officers and employees of the Department of Commerce, and others concerned:

Attention is invited to the act of Congress entitled "An Act to increase the revenue, and for other purposes," approved September

¹ See previous Executive order, dated September 4, 1914, Circular 240 (p. 108).

² Supersedes No. 255, first and second editions, dated December 21, 1914, and January 10, 1916, respectively.

8, 1916, effective September 9, 1916, which repeals the provisions of the "emergency revenue law" of October 22, 1914, as amended by Public Resolution No. 2, approved December 17, 1915, requiring a stamp tax upon guaranties, bonds, policies of insurance, deeds, powers of attorney, and certificates.

You are therefore informed that on and after September 9, 1916, no stamp tax will be required on the several instruments or documents referred to in Department Circular No. 255, first and second editions, dated December 21, 1914, and January 10, 1916, respectively.

WILLIAM C. REDFIELD, *Secretary*.

No. 274 (Steamboat-Inspection Service).—CAUTION AND ADMONITION TO THOSE CONCERNED IN THE TRANSPORTATION OF DANGEROUS OR INFLAMMABLE ARTICLES.

DEPARTMENT OF COMMERCE,

OFFICE OF THE SECRETARY,

Washington, November 21, 1916.

To masters, owners, and agents of vessels engaged in the transportation of general cargo, and also vessels carrying passengers and cargo, and others concerned:

Recent developments while investigating casualties occasioned by fire on vessels at sea, and particularly on those vessels that carry both cargo and passengers, lead the Department to issue this letter of admonition and caution to all concerned regarding the great care which should be exercised by shippers and carriers in packing, shipping, and stowing inflammable or combustible materials, whether in restricted or exempted lists or not, as it has been most clearly demonstrated that fire, the most dreaded of all the hazards, can be averted and prevented by the exercise of possible precautions.

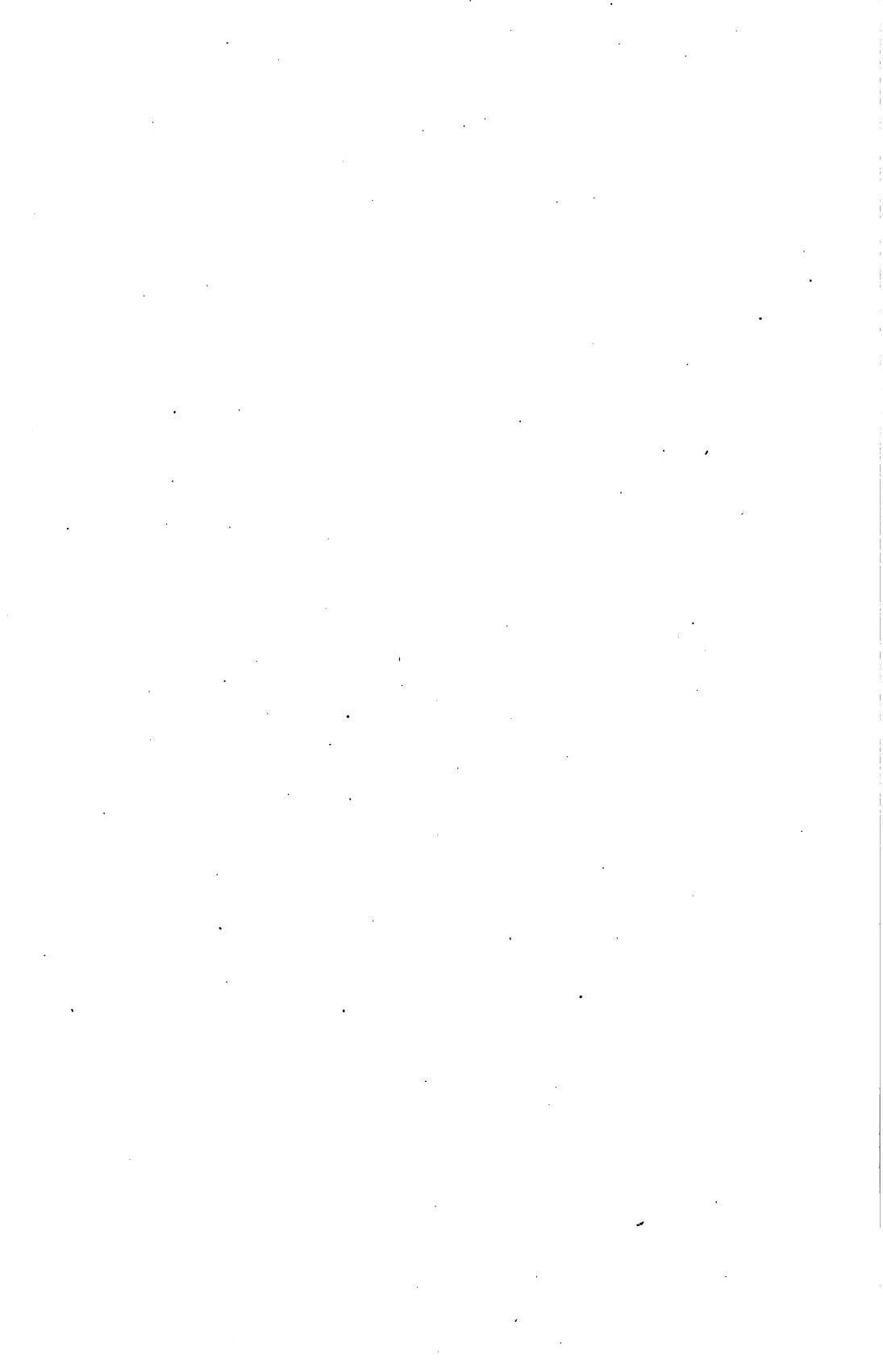
It has been found that roofing paper, in each roll of which was a can or canister of paint with benzene as an ingredient, was carried in large quantities in the lower hold of a steamer which was recently destroyed by fire, entailing a money loss of nearly \$1,000,000, but fortunately no loss of life.

Excelsior, the inflammable properties and dangerous character of which are well known, is carried under various conditions in large quantities in the lower holds of steamers, in contact or in close proximity to other cargo easy of ignition, thereby setting up a condition which at once invites danger and possible disaster.

Acids which should be restricted to deck stowage have been found in both between decks and lower hold, the serious consequences of which should be realized by all who accept acids for transportation.

These are but few of many examples of dangerous practices which should be promptly and permanently corrected with a firm determination to carry out the necessary principle of "safety first" at sea. This cautionary letter is sent with the sincere hope that the lessons taught by experience may not be lost upon those concerned, whose earnest purpose is known to be the promotion of safety. This, it is believed, can be greatly enhanced without inconveniencing or retarding commerce in any manner.

WILLIAM C. REDFIELD, *Secretary*.



OBSOLETE AND SUPERSEDED CIRCULARS.

For reasons given in the letter of transmittal on page 3, circulars the subjects of which are indicated in the following notes are considered inoperative, and consequently have not been included in this compilation:

No. 1 (July 1, 1903).—Ordered that all regulations, instructions, and decisions in force June 30, 1903, given by competent authority, applicable or pertaining to or affecting officers and bureaus transferred to Department of Commerce by organic act of Department shall remain in full force and effect until further ordered, subject to certain changes.

No. 4 (July 1, 1903).—Transferred from the Bureau of Immigration and Naturalization to the Bureau of the Census the compilation of certain immigration statistics. Circular No. 4 was superseded by No. 105 (December 7, 1905), which transferred the work back to the former Bureau. Bureau of Immigration and Naturalization transferred to Department of Labor by organic act creating that Department.

No. 5 (July 17, 1903).—Designated officers upon whom the enforcement of the Chinese-exclusion laws devolve, and to whom applications for return certificates should be made. Chinese-exclusion laws now administered by Department of Labor.

No. 6 (July 22, 1903).—Published for the information of licensed officers of steamboats certain sections of the Revised Statutes and extracts from the Revised General Rules and Regulations Prescribed by the Board of Supervising Inspectors, Steamboat-Inspection Service. Superseded by Bureau Circular No. 8 and the latest editions of the Rules and Regulations and the Laws Governing the Steamboat-Inspection Service. Section 5344 of the Revised Statutes, referred to in the circular, was repealed by act of March 4, 1909, codifying penal laws of the United States, and is superseded by section 282 of that act (35 Stat., 1144).

No. 7 (July 23, 1903).—Established the salaries of local inspectors of steamboats for the fiscal year 1904, in accordance with section 4414, Revised Statutes, as amended by the act of March 1, 1895.

No. 8 (July 15, 1903).—Prescribed rules and regulations governing the admission and return of Chinese employees of exhibitors and concessionaires participating in the Louisiana Purchase Exposition.

No. 9 (July 28, 1903).—For the information and guidance of officers of the customs and to supply copies requested by private persons concerned, the act of August 2, 1882, entitled "An act to regulate the carriage of passengers by sea," and known as "The Passenger Act, 1882," was printed as Circular No. 9. The act of February 9, 1905, amended section 9 of the act of August 2, 1882, and was printed

as Circular No. 65 (March 27, 1905), while the act of December 19, 1908, amended section 1 and was printed as Circular No. 181 (December 19, 1908). The act of August 2, 1882, with amendments to date, was printed also as Circular No. 89 (August 7, 1905) and Circular No. 185 (March 9, 1909). The act, with all amendments to date, appears in the latest edition of the Navigation Laws of the United States, issued by the Bureau of Navigation, and may be found in the Statutes at Large.

No. 10 (August 1, 1903).—Prescribed rules governing the examination of alien seamen under the provisions of the laws regulating immigration. Immigration laws now administered by Department of Labor.

No. 12 (August 4, 1903).—Prescribed regulations concerning sail vessels of over 700 tons. Superseded by No. 85 (July 17, 1905).

No. 13 (August 11, 1903).—Prescribed rules and regulations for the patrol of the course of the International Yacht Races, held under the auspices of the New York Yacht Club.

No. 15 (August 18, 1903).—Designated the Deputy Commissioner of Corporations as Acting Solicitor during a temporary absence from duty of the Solicitor of the Department.

No. 16 (August 21, 1903).—Prescribed regulations concerning accounts of Immigration Service. Bureau of Immigration and Naturalization transferred to Department of Labor by organic act creating that Department.

No. 17 (August 22, 1903).—Prescribed rules and regulations for the patrol of the course of the New York Bay Regatta, August 29, 1903.

No. 18 (September 3, 1903).—Prescribed rules and regulations for the patrol of the course of the Middle States Regatta, Potomac River, Georgetown, D. C., September 7, 1903.

No. 19 (September 3, 1903).—Prescribed rules and regulations for the patrol of the course of the New York Bay Regatta, September 12, 1903.

No. 20 (October 10, 1903).—Authorized official seal for the Commissioner of Corporations. By organic act creating Federal Trade Commission, the Bureau of Corporations and the office of Commissioner of Corporations were abolished.

No. 21 (October 31, 1903).—Prescribed regulations to be observed by certain vessels propelled by gas, fluid, naphtha, or electric motors, in pursuance of the act of January 18, 1897. Superseded by latest editions of Pilot Rules (Form 806). See also Circular No. 236, fourth edition (May 20, 1916).

No. 23 (November 1, 1903).—Directed attention to the order of July 1, 1903, that appropriations for the Alaskan fur-seal fisheries for the fiscal year 1904 be expended under the direction of the Chief Clerk of the Department.

No. 24 (November 1, 1903).—Directed attention to the order of July 1, 1903, that the appropriation for the protection of salmon fisheries of Alaska for the fiscal year 1904 be expended under the direction of the Chief Clerk of the Department.

No. 25 (December 19, 1903).—Amended Schedule C of the Bureau of Statistics, "Classification of foreign countries and dependencies for statements of imports, exports, and tonnage movement in the

foreign trade of the United States." Superseded by schedule issued by Bureau of Foreign and Domestic Commerce.

No. 27 (January 12, 1904).—Prescribed rules relating to the gathering and compiling of immigration statistics. Bureau of Immigration and Naturalization transferred to Department of Labor by organic act creating that Department.

No. 29 (February 13, 1904).—Published for the information of officials concerned the proclamation of the President of the United States of February 11, 1904, as to the neutrality of the United States with reference to the war between Japan and Russia, and sections 5281-5291, Revised Statutes, relating to neutrality.

No. 30 (March 26, 1904).—Published lists of articles defined as contraband of war under Japanese and Russian regulations.

No. 31 (March 31, 1904).—Amended Statistical Schedules A and E of the Bureau of Statistics. Superseded by schedules issued by Bureau of Foreign and Domestic Commerce.

No. 32 (March 31, 1904).—Directed attention to the Executive order of March 10, 1904, regarding conduct of government officials during the war between Russia and Japan.

No. 33 (April 15, 1904).—Printed and directed attention to the act of April 11, 1904, relating to the detention of seamen's clothing by boarding-house keepers and others.

No. 34 (April 18, 1904).—Rescinded the order embodied in Treasury Department Circular No. 3 of 1903, limiting the duration of the salmon-fishing season in southeastern Alaska. See No. 251, third edition (March 20, 1916).

No. 35 (April 18, 1904).—Printed and directed attention to the act of April 13, 1904, amending section 4607 of the Revised Statutes, relating to soliciting seamen as lodgers.

No. 36 (April 19, 1904).—Contained instructions for the compilation of statistics of immigration and of the passenger movement at United States ports. Immigration laws now administered by Department of Labor.

No. 37 (April 21, 1904).—Printed and directed attention to the act of April 15, 1904, restricting shipping in trade between ports of the United States and ports or places in the Philippine Archipelago, and between ports or places in the Philippine Archipelago, etc. See also act of April 30, 1906, amending the act of April 15, 1904, and act of April 29, 1908 (35 Stat., 70), which is the latest enactment relating to the subject and repeals the act of April 30, 1906.

No. 38 (April 29, 1904).—Printed and directed attention to the act of April 26, 1904, amending statutory provisions relating to employment of seamen and payments to them of advance wages. Superseded by No. 120 (July 21, 1906).

No. 39 (April 29, 1904).—Printed and directed attention to the act of April 27, 1904, amending section 3095, Revised Statutes, fixing minimum tonnage of vessels bringing imports and ports at which they must unlade.

No. 40 (April 29, 1904).—Printed and directed attention to the act of April 28, 1904, requiring the employment where practicable of vessels of the United States for public purposes.

No. 41 (May 2, 1904).—Advised of amendments to the General Rules and Regulations prescribed by the Board of Supervising In-

spectors, Steamboat-Inspection Service, and of devices approved by the Board and the Secretary of Commerce and Labor. Superseded by latest edition of General Rules and Regulations (Form 801).

No. 42 (May 10, 1904).—Contained the laws and regulations for the protection of the salmon fisheries of Alaska. Superseded by No. 251, third edition (March 20, 1916).

No. 43 (May 10, 1904).—Contained supplemental instructions for the compilation of statistics of immigration and the passenger movement at United States ports. Immigration laws now administered by Department of Labor.

No. 44 (May 23, 1904).—Promulgated instructions to prevent overcrowding of steamers during approaching summer season.

No. 45 (June 30, 1904).—Contained laws and regulations governing leaves of absence of employees of the Department in Washington, D. C. Superseded by No. 248 (July 16, 1913).

No. 46 (July 20, 1904).—Established the salaries of local inspectors of steamboats for the fiscal year 1905 in accordance with section 4414, Revised Statutes, as amended by the act of March 1, 1895.

No. 48 (September 1, 1904).—Published for the information and guidance of officials and employees of the Department, circular issued August 25, 1904, by the United States Civil Service Commission, relating to political assessments and partisan activity of officeholders. Superseded by No. 253, second edition (September 22, 1914).

No. 49 (October 1, 1904).—Provided for a monthly statement to the Bureau of Statistics by customs officers of imports of tobacco and its manufactures from Cuba. Rescinded by No. 60 (February 24, 1905), which also is now obsolete.

No. 50 (October 4, 1904).—Prescribed that medical certificates on manifests of aliens brought to the United States on vessels sailing without surgeons shall until further notice be accepted by immigration officers as a compliance with the statute requiring mental and physical examination of such aliens. Immigration laws now administered by Department of Labor.

No. 52 (October 31, 1904).—Directed that all contracts submitted for the approval of the Secretary of Commerce and Labor be indorsed with a certificate as to the available balance of the appropriation against which the expenditure is to be charged. Superseded by No. 77, second edition (July 20, 1916).

No. 55 (January 3, 1905).—Directed attention to the Executive order of December 31, 1904, concerning compensation for notarial acts performed by civil employees of the Government. Superseded by No. 68 (April 7, 1905).

No. 58 (January 25, 1905).—Directed the procedure for the imposition of fines on account of bringing diseased aliens to the United States. Immigration laws now administered by Department of Labor.

No. 59 (February 16, 1905).—Prescribed regulations governing leaves of absence in Immigration Service. Immigration Service transferred to Department of Labor by organic act creating that Department.

No. 60 (February 24, 1905).—Rescinded No. 49 (October 1, 1904), requiring collectors of customs to render to the Bureau of Statistics monthly statements of imports of tobacco and its manufactures from

Cuba, and left such imports to be treated the same as those from other countries.

No. 61 (March 9, 1905).—Defined the inland waters of Straits of Fuca, Washington and Puget Sounds, where the inland rules of the road are to be followed. Superseded by No. 230, second edition (June 8, 1917).

No. 62 (March 21, 1905).—Directed attention to the acts of March 3, 1905 (effective July 1, 1905), amending certain sections of the Revised Statutes relating to the Steamboat-Inspection Service. Laws Governing the Steamboat-Inspection Service (Form 800) contain these and all other enactments affecting the Service, with amendments to date.

No. 64 (March 27, 1905).—Prescribed regulations relating to the issuance of permits to steamers to use petroleum as fuel for motive power.

No. 65 (March 27, 1905).—Directed attention to the act of February 9, 1905, amending section 9 of the Passenger Act of 1882.

No. 66 (March 28, 1905).—Prescribed regulations governing the employment of persons to man and equip the vessels of the Coast and Geodetic Survey. Superseded by latest edition of the Regulations and Instructions of the Coast and Geodetic Survey.

No. 67 (April 3, 1905).—Printed and directed attention to section 4 of the act of March 3, 1905 (deficiency act), amending section 3679, Revised Statutes, prohibiting expenditures in excess of appropriations. Section 3679 was further amended by the act of February 27, 1906 (34 Stat., 48).

No. 69 (April 26, 1905).—Prescribed regulations regarding printing and binding for the Department. Superseded by No. 175, second edition (July 31, 1916).

No. 71 (May 2, 1905).—Amended Statistical Schedules A and B of the Bureau of Statistics. Superseded by schedules issued by Bureau of Foreign and Domestic Commerce.

No. 72 (May 8, 1905).—Prescribed rules and regulations for the patrol of Harlem River (speedway course) during the regatta of May 30, 1905.

No. 75 (May 10, 1905).—Prescribed method of reporting fines incurred by vessels under the immigration and Chinese-exclusion laws. Immigration laws now administered by Department of Labor.

No. 78 (June 3, 1905).—Amended article 39, Customs Regulations, 1899, relating to the inspection by customs officers of enrollments and licenses of vessels, so far as it was applicable to the Department of Commerce. Latest edition of the Customs Regulations contains the article in its modified form.

No. 79 (June 12, 1905).—Prescribed rules and regulations for the patrol of Harlem River (speedway course) during the regatta of July 29, 1905.

Nos. 80 and 81 (June 24, 1905).—Amended a number of the rules governing the admission of Chinese and promulgated general instructions relating to the enforcement of the Chinese-exclusion laws. Chinese-exclusion laws now administered by Department of Labor.

No. 82 (June 26, 1905).—Transferred the Division of Consular Reports from the Bureau of Statistics to the Bureau of Manufactures. Both Bureaus since merged into the Bureau of Foreign and Domestic Commerce.

No. 83 (July 8, 1905).—Promulgated regulations governing returns of Government property in the Department. Superseded by No. 204, second edition (September 8, 1916).

No. 84 (July 10, 1905).—Advised of amendments to the General Rules and Regulations Prescribed by the Board of Supervising Inspectors, Steamboat-Inspection Service, and of devices approved by the Board and the Secretary of Commerce and Labor. Superseded by latest edition of General Rules and Regulations.

No. 86 (July 17, 1905).—Contained certain sections of the Revised Statutes and extracts from the General Rules and Regulations Prescribed by the Board of Supervising Inspectors, Steamboat-Inspection Service, relating to duties of licensed officers of steamboats. Superseded by the latest editions of the Rules and Regulations and the Laws Governing the Steamboat-Inspection Service.

No. 87 (July 18, 1905).—Discontinued the rendering by customs officers to the Bureau of Statistics of quarterly statements of passengers not immigrants arriving in the United States from foreign countries.

No. 88 (August 4, 1905).—Published in parallel columns the international and inland rules to prevent collisions of vessels, and defined the boundaries of inland waters of the United States. Superseded by No. 230, second edition (June 8, 1917).

No. 89 (August 7, 1905).—Printed, for the information of collectors of customs and others concerned, the Passenger Act of 1882, with amendments.

No. 90 (August 16, 1905).—Promulgated regulation relating to medicines and medical and surgical attendance or services for employees of the Coast and Geodetic Survey serving in the field. Superseded by latest edition of the Regulations and Instructions of the Coast and Geodetic Survey.

No. 91 (August 19, 1905).—Printed and directed attention to the act approved February 8, 1895, "To regulate navigation on the Great Lakes and their connecting and tributary waters as far east as Montreal," as amended by the act of February 14, 1903. Superseded by No. 231 (June 28, 1911).

No. 92 (August 31, 1905).—Published, for the information of customs officers and others concerned, the act of February 13, 1893, relating to navigation of vessels, bills of lading, and certain obligations, duties, and rights in connection with the carriage of property.

No. 93 (August 31, 1905).—Printed and directed attention to section 941, Revised Statutes, as amended March 3, 1899, relative to the giving of bonds in causes of admiralty jurisdiction.

No. 94 (September 25, 1905).—Gives schedule of fees which notaries public and justices of the peace are permitted by law to charge for taking affidavits in verification of accounts and vouchers and affixing their seals thereto. Superseded by No. 237 (March 12, 1912).

No. 95 (October 13, 1905).—Directed attention to and quoted circular issued by the Civil Service Commission, dated August 25, 1904, regarding political assessments and partisan activity of office holders. Superseded by No. 253, second edition (September 22, 1914).

No. 97 (October 18, 1905).—Printed and directed attention to the President's proclamation of October 14, 1905, prohibiting, until otherwise ordered by the President or by Congress, the export of

arms, ammunition, and munitions of war of any kind to Santo Domingo.

No. 100 (October 25, 1905).—Modified the New York anchorage regulations during the visit of the British Squadron, November 7–18, 1905.

No. 103 (October 31, 1905).—Promulgated instructions regarding statements to accompany applications for mitigation or remission of fines, penalties, and forfeitures.

No. 104 (November 24, 1905).—Prescribed rules and regulations governing the inspection and entry of aliens into the United States from foreign countries through Canadian territory. Immigration laws now administered by Department of Labor.

No. 105 (December 7, 1905).—Transferred from the Bureau of the Census to the Bureau of Immigration and Naturalization the compilation of certain immigration statistics, rescinding and superseding No. 4 (July 1, 1903). Immigration laws now administered by Department of Labor.

No. 106 (December 8, 1905).—Contained instructions relating to the preparation and compilation of statistics of immigration. Immigration laws now administered by Department of Labor.

No. 107 (February 8, 1906).—Directed attention to Executive order of January 25, 1906, prohibiting officers and employees from soliciting increase of pay or influencing legislation in their own interest.

No. 108 (March 5, 1906).—Transferred from the Bureau of Statistics to the Bureau of Immigration and Naturalization the work of compiling certain statistics of the passenger movement at ports of the United States.

No. 109 (March 5, 1906).—Contained instructions for the compilation of statistics of immigration and of the passenger movement at United States ports. Immigration laws now administered by the Department of Labor.

No. 110 (March 8, 1906).—Printed and directed attention to the act of February 22, 1906, repealing section 4136, Revised Statutes, relating to the admission to registry of repaired foreign wrecks, and, accordingly, revoking article 25, Customs Regulations, 1899.

No. 111 (March 14, 1906).—Prescribed regulations regarding printing and binding for the Department. Superseded by No. 175, second edition (July 31, 1916).

No. 112 (May 18, 1906).—Printed and directed attention to the act of May 12, 1906, effective January 1, 1907, amending section 4348, Revised Statutes, fixing the boundaries of the great coasting districts of the United States and its possessions, and directed that the first five sentences of article 141, Customs Regulations, 1899, be amended to read accordingly on and after January 1, 1907.

No. 113 (May 25, 1906).—Transferred from the Bureau of Statistics to the Bureau of Manufactures the work of collating and arranging the tariffs of foreign countries. Transferred also the clerical force engaged upon the work. Bureau of Manufactures now part of the Bureau of Foreign and Domestic Commerce.

No. 114 (June 2, 1906).—Printed and directed the attention of customs officers and others concerned to the act of May 28, 1906, prohibiting the use of foreign-built dredges in dredging in the United States unless documented as vessels of the United States.

No. 115 (June 8, 1906).—Printed and directed attention to the act of May 16, 1906, amending section 4426, Revised Statutes, "Regulation of motor boats," and prescribed regulations to be observed thereunder. Superseded by No. 236, fourth edition (May 20, 1916).

No. 116 (June 16, 1906).—Promulgated, under authority of section 3 of the act of April 29, 1902, rules and regulations governing the admission of alien employees (other than Chinese) of exhibitors and concessionaires at the Jamestown Ter-Centennial Exposition, held near Norfolk, Va., from April 26 to November 1, 1907.

No. 117 (June 30, 1906).—Published and directed attention to the act of June 28, 1906, to prohibit shanghaiing in the United States. Sections 1, 2, and 3 of this act were amended by the act approved March 2, 1907. Section 82 of the act of March 4, 1909, to codify, revise, and amend the penal laws of the United States, is the latest enactment on this subject.

No. 119 (July 16, 1906).—Advised of amendments to the General Rules and Regulations Prescribed by the Board of Supervising Inspectors, Steamboat-Inspection Service, and of devices approved by the Board and the Secretary of Commerce and Labor. Last edition of General Rules and Regulations (Form 801) contains the latest information on the subject.

No. 121 (July 30, 1906).—Contained general instructions to clerks of courts authorized to naturalize aliens relating to the enforcement of the naturalization act approved June 29, 1906. Naturalization laws now administered by the Department of Labor.

No. 122 (August 6, 1906).—Printed and directed attention to the act of April 30, 1906, regulating shipping in trade between ports of the United States and ports or places in the Philippine Archipelago, between ports or places in the Philippine Archipelago, etc. The act of April 30, 1906, was repealed by the act of April 29, 1908 (35 Stat., 70).

No. 124 (August 25, 1906).—Gives schedule of fees which notaries public and justices of the peace are permitted by law to charge for taking affidavits in verification of accounts and vouchers and affixing their seals thereto. Superseded by No. 237 (March 12, 1912).

No. 125 (August 24, 1906).—Prescribed rules and regulations for the patrol of the course laid down on the Hudson River for the National Motor Boat Carnival, September 1-15, 1906.

No. 126 (August 25, 1906).—Prescribed rules and regulations relating to the enforcement of the naturalization laws. Naturalization laws now administered by the Department of Labor.

No. 127 (August 25, 1906).—Prescribed rules and regulations for the patrol of the course of the German-American yacht races, off Marblehead, Mass., September 3-11, 1906.

No. 128 (August 27, 1906).—Prescribed rules and regulations for the patrol of the course of the Middle States Regatta, Potomac River, Georgetown, D. C., September 3, 1906.

No. 129 (September 7, 1906).—Printed and directed attention to the act of May 16, 1906, amending section 4426, Revised Statutes, "Regulation of motor boats," and prescribed regulations to be observed thereunder. Superseded by No. 236, fourth edition (May 20, 1916).

No. 130 (October 1, 1906).—Amended the regulations governing the admission of Chinese. Laws governing the admission of Chinese now administered by the Department of Labor.

No. 131 (October 24, 1906).—Directed the procedure for the imposition of fines on account of bringing diseased aliens to the United States. Immigration laws now administered by the Department of Labor.

No. 132 (October 19, 1906).—Directed discontinuance of reports of guano brought to the United States from bonded islands.

No. 133 (October 31, 1906).—Advised of amendments to the General Rules and Regulations Prescribed by the Board of Supervising Inspectors, Steamboat-Inspection Service, and of devices approved by the Board and the Secretary of Commerce and Labor. Superseded by latest edition of General Rules and Regulations (Form 801).

No. 134 (November 7, 1906).—Directed that shipper's manifest of coffee exported must describe shipments as "Porto Rican coffee" or as "Coffee other than Porto Rican," as the case may be.

No. 136 (November 27, 1906).—Printed and directed attention to the "Act for the protection and regulation of the fisheries of Alaska," approved June 26, 1906, and the "Act to prohibit aliens from fishing in the waters of Alaska," approved June 14, 1906. Superseded by No. 251, third edition (March 20, 1916).

No. 137 (January 11, 1907).—Exempted diplomatic and consular officers, and other officials duly accredited by their governments, together with their suites, from the requirements as to the furnishing of certain detailed statistical information when coming to the United States or in transit. Immigration laws now administered by the Department of Labor.

No. 138 (January 8, 1907).—Directed that collectors of customs make quarterly returns to the Bureau of Statistics of statistics of shipments between Atlantic and Pacific ports of the United States via the Isthmus of Tehuantepec. Now covered by Customs Regulations, issued by the Treasury Department.

No. 139 (February 1, 1907).—Placed limitations on the acceptance of corporate sureties on recognizances, stipulations, bonds, or other undertakings. Superseded by No. 168 (June 2, 1908).

No. 140 (February 4, 1907).—Created a committee on business methods.

No. 141 (February 4, 1907).—Exempted from head tax diplomatic and consular officers and other duly accredited officials of foreign governments coming to the United States in the service of their governments or in transit. Immigration laws now administered by the Department of Labor.

No. 142 (February 11, 1907).—Directed attention to the act of January 25, 1907, amending section 4438, Revised Statutes, requiring licensed officers on certain vessels.

No. 143 (February 26, 1907).—Amended the regulations governing the admission of Chinese. Laws governing the admission of Chinese now administered by the Department of Labor.

No. 144 (February 26, 1907).—Prescribed rules and regulations governing the establishment and maintenance of private aids to navigation. Superseded by No. 213, second edition (March 25, 1915).

No. 145 (March 11, 1907).—Printed and directed attention to the act of March 2, 1907, amending the act of June 28, 1906, prohibiting shanghaiing of seamen. See reference to No. 117 (page 172).

No. 146 (March 21, 1907).—Extended to all shipments the regulations requiring quarterly statements of commodities shipped from American ports via the Isthmus of Panama and the Isthmus of Tehuantepec. Embodied in Customs Regulations, issued by the Treasury Department.

No. 147 (March 26, 1907).—Prescribed, for the purpose of giving effect to an Executive order of the President issued on March 14, 1907, regulations relating to the coming of Japanese and Korean laborers to the continental territory of the United States. Immigration laws now administered by the Department of Labor.

No. 148 (March 30, 1907).—Prescribed regulations governing leaves of absence of employees of the Department in Washington, D. C. Superseded by No. 248 (July 16, 1913).

Nos. 150 and 151 (May 1, 1907).—Directed attention to the signals required to be used between masters or pilots and engineers for starting, stopping, and backing engines on vessels navigating Alaskan rivers and the Great Lakes, respectively. Superseded by latest edition of General Rules and Regulations Prescribed by the Board of Supervising Inspectors, Steamboat-Inspection Service.

No. 152 (June 24, 1907).—Directed attention to the civil-service rule prohibiting political activity of officeholders. Superseded by No. 253, second edition (September 22, 1914).

No. 153 (June 27, 1907).—Dispensed with affidavits in the certification of vouchers for reimbursement of expenses. This circular conflicted with paragraph 3 of Treasury Department Circular No. 52 (1907) and was rescinded and superseded by No. 161 (February 17, 1908), which was in turn superseded by No. 237 (March 12, 1912).

No. 154 (July 22, 1907).—Printed and directed attention to the act of January 19, 1907, providing for lights and signals on fishing vessels (article 9, International Rules for Preventing Collisions at Sea). Supersede by No. 230, second edition (June 8, 1917).

No. 155 (September 25, 1907) and No. 156 (September 26, 1907).—Promulgated regulations governing the distribution of information to admitted aliens and others, and contained instructions regarding the arrest and deportation of prostitutes. Immigration laws now administered by the Department of Labor.

No. 157 (November 6, 1907).—Directed attention to the provision of law exempting citizens and residents of Canada, Newfoundland, Cuba, and Mexico from payment of head tax and prescribed rules on the subject for the guidance of immigration officials. Immigration laws now administered by the Department of Labor.

No. 158 (November 21, 1907).—Published in parallel columns international and inland rules to prevent collisions of vessels, and defined the boundaries of inland waters of the United States. Superseded by No. 230, second edition (June 8, 1917).

No. 159 (January 31, 1908) and No. 160 (February 7, 1908).—Amended certain rules of the Immigration Regulations of July 1, 1907, relating, respectively, to hospital treatment of aliens and physical disabilities of aliens. Immigration laws now administered by the Department of Labor.

No. 161 (February 17, 1908).—Gives schedule of fees which notaries public and justices of the peace are permitted by law to charge for taking affidavits in verification of accounts and vouchers and affixing their seals thereto. Superseded by No. 237 (March 12, 1912).

No. 162 (February 27, 1908).—Directed attention to Executive Order of February 20, 1908, relative to recommendations affecting the method of appointment to positions in the classified civil service.

No. 163 (March 3, 1908).—Contained instructions regarding deportation of anarchists and aliens of the criminal classes under the immigration act of 1907. Immigration laws now administered by the Department of Labor.

No. 164 (March 21, 1908).—Prescribed rules and regulations governing the establishment and maintenance of private aids to navigation. Superseded by No. 213, second edition (March 25, 1915).

No. 165 (March 26, 1908).—Amended the rule of the Immigration Regulations of July 1, 1907, relating to alien stowaways. Immigration laws now administered by the Department of Labor.

No. 166 (March 30, 1908).—Directed attention to letter of Civil Service Commission relating to political activity of executive civil service employees. Superseded by No. 253, second edition (September 22, 1914).

No. 167 (April 9, 1908).—Amended the rule of the Immigration Regulations of July 1, 1907, relating to seamen. Immigration laws now administered by the Department of Labor.

No. 169 (June 3, 1908).—Promulgated rules and regulations to promote the safety of life on navigable waters during regattas or marine parades, in accordance with the act of April 28, 1908. Superseded by No. 247 (May 19, 1913).

No. 170 (June 3, 1908).—Printed and directed attention to sections 3 and 4 of the act of May 28, 1908, amending sections 4467 and 4468, Revised Statutes, requiring the furnishing of lists or counts of passengers on American steamers. See latest issue of Laws Governing the Steamboat-Inspection Service for these sections as amended.

No. 171 (June 3, 1908).—Printed and directed attention to sections 5 and 6 of the act of May 28, 1908, relating to reciprocal privileges of yachts. So much of section 5 referred to as relates to yachts built outside the United States and owned by citizens of the United States was repealed by the act of August 5, 1909 (36 Stat., 112).

No. 172 (June 11, 1908).—Related to certification of reimbursement vouchers. Superseded by No. 237 (March 12, 1912).

No. 173 (June 11, 1908).—Printed and directed attention to section 2 of the act of February 15, 1893, requiring consular bills of health and supplied a complete list of consulates of the United States in foreign countries. Navigation Laws of the United States contains this information corrected to date. The State Department also publishes at frequent intervals a list of diplomatic and consular officers.

No. 176 (July 3, 1908).—Amended the New York anchorage regulations. Supervision of anchorage grounds in New York Bay and Harbor transferred to War Department.

No. 177 (September 1, 1908).—Contained certain rules of the Civil Service Commission, decisions, and sections of the civil-service act relating to political activity, political coercion, and political assess-

ments of officeholders. Superseded by No. 253, second edition (September 22, 1914).

No. 178 (November 2, 1908).—Contained instructions regarding certificates of inspection of seagoing barges of 100 gross tons or over.

No. 179 (December 1, 1908).—Promulgated regulations governing leaves of absence. Superseded by No. 248 (July 16, 1913).

No. 181 (December 19, 1908).—Printed and directed attention to the act of December 19, 1908, amending section 1 of The Passenger Act of 1882, prescribing the accommodations for steerage passengers. (See abstract of No. 9, page 165).

No. 182 (December 19, 1908).—Prescribed, under authority of section 3 of the act of April 29, 1902, rules and regulations governing the admission and return of alien employees (other than Chinese) of exhibitors and concessionaires at the Alaska-Yukon-Pacific Exposition, held at Seattle, Wash., June 1 to October 16, 1909.

No. 183 (January 7, 1909).—Repromulgated rule 44 of the Chinese regulations. Chinese-exclusion laws now administered by the Department of Labor.

No. 185 (March 9, 1909).—Printed, for the information of collectors of customs and others concerned, The Passenger Act of 1882, with amendments to date. (See abstract of No. 9, page 165).

No. 186 (March 16, 1909).—Amended paragraph 2 of the regulations governing leaves of absence (Circular No. 179) so as to provide that partial-day absences on annual leave, including absences due to late arrivals or early departures, shall be charged in periods of thirty minutes and multiples thereof. Rescinded by No. 193 (April 24, 1909). Latest regulations governing leaves of absence are contained in No. 248 (July 16, 1913).

No. 187 (March 17, 1909).—Amended paragraphs 22 and 23 of Cat. No. 400,¹ and 17 and 18 of Cat. No. 401¹ (Treasury Department Catalogue of Books and Blanks), Navigation Fee List. Superseded by No. 205 (March 11, 1910).

No. 188 (March 25, 1909).—Prescribed equipment of motor boats on navigable waters except the Great Lakes and western rivers. Superseded by No. 236, fourth edition (May 20, 1916).

No. 190 (April 7, 1909).—Prescribed equipment of motor boats on the Great Lakes and their connecting and tributary waters as far east as Montreal. Superseded by No. 236, fourth edition (May 20, 1916).

No. 191 (April 14, 1909).—Prescribed equipment of motor boats on western rivers. Superseded by No. 236, fourth edition (May 20, 1916).

No. 192 (April 24, 1909).—Printed and directed attention to the acts for the protection and regulation of the fisheries of Alaska, approved June 14, 1906, and June 26, 1906, and promulgated regulations to carry out effectually the provisions of the said acts. Superseded by No. 251, third edition (March 20, 1916).

No. 193 (April 24, 1909).—Rescinded No. 186, amending paragraph 2 of the regulations governing leaves of absence (Circular No. 179), and restored the former regulation providing that partial-day absences be charged in periods of fifteen minutes and multiples

¹ These forms have been assigned new numbers in the Treasury Department Catalogue of Books and Blanks.

thereof. Latest regulations governing leaves of absence are contained in No. 248 (July 16, 1913).

No. 195 (August 14, 1909).—Amended Statistical Schedule A of the Bureau of Statistics, "Classification for foreign merchandise imported and exported." Superseded by latest edition of the schedules issued by the Bureau of Foreign and Domestic Commerce.

No. 196 (August 19, 1909).—Promulgated rules relating to reports of undermanning of inspected vessels. Superseded by No. 245 (March 18, 1913).

No. 197 (August 20, 1909).—Advised of amendment to that part of paragraph 5 of Circular No. 119 (July 16, 1906), relative to the issuance of certified copies of temporary certificates of inspection. Last edition of General Rules and Regulations Prescribed by the Board of Supervising Inspectors, Steamboat-Inspection Service, contains the latest information on the subject.

No. 199 (November 4, 1909).—Prescribed rules and regulations governing the establishment and maintenance of private aids to navigation. Superseded by No. 213, second edition (March 25, 1915).

No. 201 (December 21, 1909).—Prescribed regulations relating to medicines and medical and surgical attendance for, and funeral expenses of, employees of the Coast and Geodetic Survey in the field. Superseded by latest edition Regulations and Instructions of the United States Coast and Geodetic Survey.

No. 202 (January 25, 1910).—Contained instructions regarding the inspection of Chinese persons coming to United States ports via the Dominion of Canada. Laws governing the admission of Chinese now administered by the Department of Labor.

No. 203 (February 3, 1910).—Prescribed rules and regulations governing the establishment and maintenance of private aids to navigation. Superseded by No. 213, second edition (March 25, 1915).

No. 205 (March 11, 1910).—Directed that person signing fee vouchers covering services as to mortgages on vessels should indicate the capacity in which he signs.

No. 206 (June 2, 1910).—Promulgated regulations for the protection of fur-bearing animals in Alaska. Superseded by No. 246, fourth edition (Feb. 1, 1916).

No. 207 (June 9, 1910) and No. 208 (June 11, 1910).—Printed and directed attention to the act of June 9, 1910, relating to the inspection, manning, and equipment of motor boats, and promulgated regulations thereunder. Superseded by No. 236, fourth edition (May 20, 1916).

No. 209 (June 7, 1910).—Contained information with regard to, and instructions relating to the use of, the flag of the Secretary of Commerce. Superseded by No. 250, second edition (June 15, 1915).

No. 210 (June 27, 1910).—Printed and directed attention to the act of June 23, 1910, relating to liens on vessels for repairs, supplies, or other necessities.

No. 211 (June 27, 1910).—Printed and directed attention to the act of June 24, 1910 (effective on and after July 1, 1911), requiring apparatus and operators for radio-communication on certain ocean steamers, and directed that collectors of customs forward to the Commissioner of Navigation, not later than September 1, 1910, lists of ocean steamers affected by the act, stating separately those which

were already equipped and those which were not equipped. Superseded by No. 227 (June 15, 1911).

No. 212 (July 7, 1910).—Printed and directed attention to the act of June 25, 1910, amending section 4421, Revised Statutes, relating to certificates of inspection of vessels on foreign voyages. Section 4421, as amended, is printed in the latest edition of Laws Governing the Steamboat-Inspection Service (Form 800).

No. 214 (July 25, 1910).—Amended the New York anchorage regulations. Supervision of anchorage grounds in New York Bay and Harbor transferred to War Department. Superseded by the latest edition of Rules and Regulations Governing the Anchorage in the Bay and Harbor of New York, issued by the Bureau of Navigation.

No. 215 (August 2, 1910), and No. 216 (October 5, 1910).—Directed attention to the civil-service rule prohibiting political activity of officeholders. Superseded by No. 253, second edition (September 22, 1914).

No. 220 (January 14, 1911).—Prescribed procedure to be followed regarding release on bond of Chinese of exempt classes pending final determination of their right to enter the United States. Chinese-exclusion laws now administered by the Department of Labor.

No. 221 (January 23, 1911).—Placed with the Bureau of Manufactures supervision of the work and duties of commercial agents, employed to investigate trade conditions abroad. Bureau of Manufactures now part of the Bureau of Foreign and Domestic Commerce and commercial agents assigned to latter bureau by law.

No. 223 (March 17, 1911).—Prescribed rules and regulations to promote the safety of life on navigable waters during regattas or marine parades. Superseded by No. 247 (May 19, 1913).

No. 224 (April 1, 1911).—Prescribed regulations governing selection and appointment of persons certified directly to field officers of Department or district secretaries of Civil Service Commission. Superseded by No. 243, second edition (April 15, 1915).

No. 225 (April 12, 1911) and No. 226 (May 22, 1911).—Prescribed regulations governing operation of motor boats. Superseded by No. 236, fourth edition (May 20, 1916).

No. 227 (June 15, 1911).—Promulgated regulations governing wireless equipment on ocean passenger steamers. Superseded by latest edition of the Radio Communication Laws and Regulations of the United States.

No. 229 (June 26, 1911).—Contained instruction governing certification of reimbursement vouchers. Superseded by No. 237.

No. 233 (November 21, 1911).—Contained rules to be followed in making reports regarding undermanning of inspected vessels. Superseded by No. 245 (March 18, 1913).

No. 235 (November 25, 1911).—Contained instructions relating to imposition of fines under section 9 of the immigration act. Immigration laws now administered by the Department of Labor.

No. 237 (March 12, 1912).—Contained instructions relating to certification of reimbursement vouchers.

No. 238 (March 21, 1912).—Promulgated regulations governing fishing in the waters of the Afognak Reservation, Alaska. Superseded by No. 251, third edition (March 20, 1916).

No. 239 (August 6, 1912).—Printed and directed attention to the act of August 1, 1912, relating to salvage.

No. 241 (September 5, 1912).—Promulgated regulations for radio apparatus and operators on steamers. Superseded by latest edition of the Radio Communication Laws and Regulations of the United States.

No. 244 (March 17, 1913).—Contained amendment to No. 242, relating to oaths to expense accounts. Superseded by No. 242, second edition (July 20, 1916).

No. 254 (May 18, 1914).—Contained amendment to New York anchorage regulations. Supervision of anchorage grounds in New York Bay and Harbor transferred to War Department.

No. 255 (December 21, 1914).—Contained instructions to Department employees with regard to the stamp tax on bonds, insurance policies, etc., under the emergency revenue act of October 22, 1914. Superseded by No. 273 (September 29, 1916).

No. 256 (March 6, 1915).—Contained text of act of March 4, 1915, entitled, "An act to promote the welfare of American seamen in the merchant marine of the United States," etc.

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